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WESTMINSTER House of correction





RULES AND REGULATIONS

FOR THE

GOVERNMENT

OF

THE HOUSE OF CORRECTION

AT WESTMINSTER,

AS

CERTIFIED BY THE

SECRETARY OF STATE FOR THE HOME DEPARTMENT,

17th JUNE, 1841, & 18th & 24th SEPTEMBER, 1847,

AND

INSTRUCTIONS FOR THE GUIDANCE OF WARDERS.

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RULES

Rules.

THE CONSTRUCTION AND INTERNAL ARRANGEMENTS OF THE PRISON.

1. There shall be distinct divisions of the prison appropriated to male and female prisoners, so as to prevent them from seeing, conversing, or holding any intercourse with each other. The locks and keys of the wards, cells, and yards allotted to females shall be different from those of the wards, cells, and yards for the males.

Separate divisions of the prison for male and female prisoners.
4 Geo. IV. c. 64, s. 10, Rule 6, and s. 49.

2 and 3 Vic. c. 56 s. 6, Rule 3.

2. The several wards, cells, yards, &c., within the prison shall be appropriated to distinct classes of prisoners; such wards, cells, and yards, being marked, according to the rules of the prison; and such further means of classification shall be adapted as the visiting justices shall deem conducive to good order and discipline. If the wards and cells appropriated to any class of prisoners should be crowded, while other wards and cells are unoccupied, the governor may use such spare room for prisoners of another class, provided the prisoners of different classes are prevented from associating together.

Distinct wards for the several classes.
4 Geo. IV. c. 64, s. 49.

3. There shall be a sufficient number of reception cells; those appropriated to male prisoners to be distinct and apart from those appropriated to female prisoners:

Reception cells,
4 Geo. IV. c. 64, s. 10, Rule 17.

Baths.
4 Geo. IV. c. 64,
s. 49.

4. There shall be one bath or more for the cleansing and bathing of prisoners, when necessary.

Fumigating oven
4 Geo. IV. c. 64,
s. 10, Rule 17.

5. There shall be a fumigating oven for the cleansing and disinfecting (when necessary) of clothes, linen, or bedding.

Solitary cells.
4 Geo. IV. c. 64,
s. 49.

6 & 7. There shall be a competent number of cells adapted to solitary confinement, for the punishment of refractory prisoners and for the reception of such persons as may by law be confined therein. From these cells the bedding shall be removed during the day.

Refractory cells.
4 Geo. IV. c. 64,
s. 49.

Air and exercise.
4 Geo. IV. c. 64,
s. 10, Rule 20, and
s. 49. 2 and 3 Vic.
c. 56, s. 4.

8. Proper yards shall be provided for air and exercise.

Infirmaries.
4 Geo. IV. c. 64,
s. 49.

9. Separate rooms shall be provided as infirmaries or sick wards for the two sexes, and, as far as practicable, for the different descriptions of prisoners.

Chapel.
4 Geo. IV. c. 64,
s. 49.

10. There shall be a chapel so arranged that male and female prisoners may be effectually screened from each other, and so that the several classes of prisoners may be separated as far as practicable.

Cell furniture.
4 Geo. IV. c. 64,
s. 10,
Rule 18.

11. Every prisoner shall be provided with suitable bedding, and every male prisoner with a separate bed, hammock or cot, either in a separate cell or in a cell with not less than two other male prisoners.

Prison cleansing.
4 Geo. IV. c. 64,
s. 10,
Rule 19.

12. The walls and ceilings of the wards, cells, rooms and passages used by the prisoners shall be scraped and lime-washed at least once in the year; the day rooms, work rooms, passages and sleeping cells shall be washed

or cleansed once in a week, or oftener if requisite; and arrangements shall be made for fumigating the prison in case of infectious disorders.

13. There shall be convenient places for the prisoners to wash themselves, with an adequate allowance of soap, towels and combs.

Prisoners' personal cleanliness.
4 Geo. IV. c. 64,
s. 10, Rule 19.

14. Cells to be used for the separate confinement of any prisoners shall be of such a size, and lighted, warmed, ventilated and fitted up in such a manner as may be required by a due regard to health; and no cell shall be used for such separate confinement until its fitness in these several particulars shall have been certified by one of the inspectors of prisons to one of Her Majesty's principal Secretaries of State.

Separate confinement.
2 and 3 Vic. c. 56,
s. 4.

15. Arrangements shall be made for the proper ventilation and drainage of the prison.

Ventilation and drainage.
4 Geo. IV. c. 64,
s. 49. 2 and 3
Vic. c. 56, s. 4.

VISITING JUSTICES.*

Meetings of
Justices.4 Geo. IV. c. 64,
s. 16.

16. The visiting justices appointed at each quarter session shall meet periodically at the prison on such days as they may appoint, when they shall inspect the several journals, registers and books of the prison, and give such directions as they may from time to time deem necessary.

* The following are the clauses in the Gaol Acts authorising the Visiting Justices to make rules or issue orders for certain specific purposes :—

4 Geo. IV. c. 64, s. 10, rule 6	}	To place prisoners in a particular class.
5 Geo. IV. c. 85, s. 10		
„ s. 12		
„ s. 13	}	To make rules as to instruction.
4 Geo. IV. c. 64, s. 10, rule 10		
„ rule 11		
„ rule 12	}	To dispense with attendance at chapel.
2 & 3 Vic. c. 56, s. 6, rule 6		
4 Geo. IV. c. 64, s. 10, rule 15		
4 Geo. IV. c. 64, s. 31	}	To give orders as to the time of keeping prisoners in irons.
4 Geo. IV. c. 64, s. 37		
5 Geo. IV. c. 85, s. 16		
„ s. 17	}	To vary the dietary, under special circumstances.
4 Geo. IV. c. 64, s. 38		
„ s. 39		
„ s. 42	}	To impose restrictions on the visits of ministers of a different persuasion from that of the Established Church.
„ s. 47		
„ s. 52		
„ s. 53	}	To give orders for the employment of prisoners before trial, with their own consent.
2 & 3 Vic. c. 56, s. 6, rule 8		
	}	To give orders for the employment of prisoners sentenced to imprisonment without hard labour.
	}	To give orders for supplying discharged prisoners with a moderate sum of money to assist them home; or to afford means, by passes, to return to their places of settlement.
	}	To order the punishment of refractory prisoners.
	}	To order repairs under pressing circumstances.
	}	To order the immediate removal of prisoners from one prison to another, in cases of great emergency.
	}	To give orders for the admission of books for the use of prisoners not of the Established Church.

17. They shall acquaint themselves with the provisions of the several Acts of Parliament relating to prisons, and with the additional rules in force in the prison, as well as with the duties of the officers; and strictly enforce on the different officers the necessity of a due execution of their duties, as laid down by the rules.

To acquaint themselves with Acts of Parliament and prison rules.

18. They may regulate a scale of fines, to be levied by the governor upon the subordinate officers, for negligence in the performance of duties: the fines so levied to form a fund for the benefit of subordinate officers according to such rules as may be approved by the visiting justices.

Fines for omission or neglect of duty.

19. They shall, from time to time, cause such of the rules as relate to the treatment and conduct of the prisoners to be printed in legible characters, and to be fixed up in conspicuous parts of the prison, so that every prisoner may be enabled to have access to them.

To cause certain rules to be printed and suspended in the prison.

20. All officers may be suspended by the visiting justices; but their dismissal must be by the same authority by which they were appointed.

Officers may be suspended.
4 Geo. IV. c. 64, s. 25.

21. They shall from time to time examine into the state of the buildings, the behaviour and conduct of the respective officers, the classification, separation, inspection, hard labour, employment, treatment, health, diet, instruction, moral improvement, and behaviour of the prisoners; also into the amount and disposal of their earnings, the expenses attending the prison, all abuses within the same, and any improvement which may appear practicable; and take cognizance of such matters as they may think fit.

Meetings of Visiting Justices.
4 Geo. IV. c. 64, s. 16, 17, 39, 42.

Forthwith to attend to certain reports.

22. They shall attend to any report in writing which any of them may receive from the governor, chaplain, or surgeon, as to the mind or body of any prisoner being likely to be injured by the discipline or treatment to which he is subjected; and shall give such directions thereon as they may deem expedient, reporting the same to the next court of quarter-sessions.

Alterations by Visiting Justices as to prison diet, &c. 4 Geo. IV. c. 64, s. 10, Rule 15.

23. Under special circumstances, to be judged of by one or more of the visiting justices, convicted prisoners may be allowed food, clothing, or necessaries, other than the gaol allowance.

Order the distribution of books. 2 and 3 Vic. c. 56, s. 6, Rule 8.

24. They are to direct such books as they think proper to be distributed for the use of prisoners who do not belong to the Established Church; and examine books sent in for the use of such prisoners, and reject such as they deem improper.

Employment of prisoners. 4 Geo. IV. c. 64, s. 10, Rules 5, 8, s. 27, 38. 5 Geo. IV. c. 85, s. 16, 17.

25. They shall see that materials and proper implements are provided for the employment of debtors, and prisoners before trial, who may be willing to work, and for those sentenced to imprisonment only; and that employment be provided for those sentenced to hard labour, when not employed on the treadmill, at the crank, pump,

5 Geo. IV. c. 84, s. 18. 2 and 3 Vic. c. 56, s. 17.

or other hard labour. Prisoners under sentence or order of transportation, or prisoners against whom sentence of death has been recorded, may be kept to hard labour if their health permit.

Enter into contract for employment of prisoners

26. They shall enter into contracts for the employment of prisoners in any work or trade within the prison, subject to the sanction of the general or quarter-session.

27. They may authorize any prisoner to be employed within the prison in the service of the prison, but not in the discipline of the prison, or in the service of any officer, or in the service or instruction of any other prisoner. Authorize employment of prisoners in the service of the prison
4 Geo. IV. c. 64, s. 10, Rule 6.
2 and 3 Vic. c. 56, s. 6, Rule 4.
28. They may report the particular good conduct of any prisoner to the justices at quarter-sessions who may recommend such prisoner to the Royal mercy. Report good conduct.
4 Geo. IV. c. 64, s. 16.
29. They may order necessary clothing or tools to be given to any prisoner discharged, or may give him a pass, or pay his passage home, or present him with such a moderate sum of money as they may think fit. Order small sums for discharged prisoners.
4 Geo. IV. c. 64, s. 35, 39.
5 Geo. IV. c. 85, s. 22.
30. They shall, as far as practicable, invite competition in supplying the prison with different articles by public advertisement or tender; and enter into such contracts for any period not exceeding twelve months, as they deem advisable. Enter into contract.
31. They shall not incur any expense, exceeding fifty pounds, without the authority of the justices in quarter-sessions assembled, unless absolutely necessary. Not order works without authority of Quarter Sessions.
32. They shall examine all bills and accounts; and, if satisfied that they are correct, shall certify the same. Examine and sign accounts.
33. They shall at every quarter-sessions make a report in writing of the state and condition of the prison buildings, and of such repairs, additions, or alterations, as shall have been made or may be required, and of any abuse which they may have observed, or of which they may have received information, relative to the conduct of the

Make a report to Quarter Sessions
4 Geo. IV. c. 64, s. 23.

officers, the management of the prison, or the general state of the prisoners as to health, morals, discipline, improvement, instruction, employment, hard labour, earnings, and observance of the rules.

When immediate removal of prisoners is necessary, the Visiting Justices may order the same.
4 Geo. IV. c. 64, s. 52, 53.

34. In case of contagious disease, or any other emergency (when an order from the justices in sessions cannot be obtained), the visiting justices may issue an order, under their hands and seals, to remove the prisoners to some other prison, or place of confinement, within their jurisdiction; and will lay such order before the next quarter-sessions.

Punishment of refractory prisoners by Visiting Justices.
4 Geo. IV. c. 64, s. 42.

35. In case any criminal prisoner shall be guilty of any repeated offence against the rules of the prison, or shall be guilty of any greater offence than the governor is empowered to punish, a visiting justice, or other justice, may inquire on oath, and order the offender to be punished by close confinement for any term not exceeding one month, or by personal correction in the case of male prisoners convicted of felony or sentenced to hard labour. In cases of urgent and absolute necessity, such justice may, by an order in writing, direct prisoners to be kept in irons; such order to specify the cause thereof, and the time during which the prisoner is to be kept in irons.

4 Geo. IV. c. 64, s. 10, Rule 12.
2 and 3 Vic. c. 56, s. 6, Rule 6.

Any Justice may visit the prison and report abuses
4 Geo. IV. c. 64, s. 17.

36. Any justice may visit the prison, and make any remarks which he may think proper in a book to be kept for that purpose, for the consideration of the visiting justices, or may report any abuses to the quarter-sessions.

How far the power may extend when pri-

37. A visiting justice may see any person committed by lawful authority to close confinement, and may hear or

receive any representation from him as to his treatment, and inquire into the same; but is not to converse, or hold any intercourse or other communication unconnected therewith.

soners are committed to close confinement.
4 Geo. IV. c. 64, s. 18.

38. They shall keep a book, to be called "The Visiting Justices' Minute Book," in which are to be entered all their proceedings: the minutes of each meeting to contain the names of the visiting justices present, and to be signed by the chairman.

Visiting Justices' minute book.

39. In case any visiting justice should consider it of importance to make an order at any other time than the regular meetings of the visiting justices, such order shall be entered, with his own signature attached, in a book to be kept for that purpose, and the governor shall call the attention of the visiting justices to such order at their next meeting, where it shall be either confirmed or rescinded or the consideration postponed.

Visiting Justices' order book.

*General rules.
Miscellaneous.*

GENERAL RULES.

MISCELLANEOUS.

Insane prisoners.
3 and 4 Vic. c. 54.

40. All insane prisoners shall be removed from the prison as speedily as the law will allow.

Spirits and tobacco prohibited.
2 and 3 Vic. c. 56,
s. 6, Rule 5.

41. Every order of the surgeon for the admission of spirituous liquors or tobacco into the prison shall be in writing, and shall be entered by him in his journal; and no tobacco, in any shape, shall be admitted for the use of any prisoner, (except debtors and misdemeanants of the first division, as hereinafter provided,) except in such quantities, in such manner, and at such times, as shall be ordered in writing by the surgeon.

Wine, beer, &c.
prohibited.
4 Geo. IV. c. 64,
s. 10, Rule 21.

42. No wine, beer, cider, or other fermented liquor, shall be admitted for the use of any prisoner without a written order of the surgeon, specifying the quantity and for whose use; except in the case of debtors, prisoners for trial or examination, or misdemeanants of the first division; and then only in such manner and quantities as hereinafter provided.

See Rules
280, 302.

256. for whose use; except in the case of debtors, prisoners for trial or examination, or misdemeanants of the first division; and then only in such manner and quantities as hereinafter provided.

Notice about
prohibited articles.

43. A notice-board shall be affixed in some conspicuous place near the entrance-gate, cautioning persons from bringing spirits, tobacco, or other prohibited articles into the prison, and of their being liable to penalties for so doing.

4 Geo. IV. c. 64,
s. 40; 6 Geo. IV.
c. 80, s. 137; 2 &
3 Vic. c. 56, s. 22.

44. No gaming shall be permitted in the prison ; and the governor is to seize and destroy all dice, cards, and other instruments of gaming.

Gaming prohibited.
4 Geo. IV. c. 64,
s. 10, Rule 22.

45. No dogs (except for security) shall be kept in the prison.

Dogs not to be kept.

46. No trees shall be allowed to grow against the outer walls, and no rubbish or other articles shall be laid against them ; and no tools or implements of any kind likely to facilitate escape shall be left exposed in the garden, or elsewhere, during the night.

Rubbish, &c.

47. All tradesmen shall be required to send in their bills to the governor in sufficient time before the quarter-sessions, to admit of their being carefully examined.

Bills to be sent in quarterly.

48. In case the coroner shall hold an inquest on the body of any prisoner who may have died within the prison, no prisoner, or officer of the prison, shall be a juror on such inquest.

Inquests.
4 Geo. IV. c. 64,
s. 10, Rule 24,
and s. 11.

*General rules.
Officers.*

GENERAL RULES.

OFFICERS.

Appointment of superior officers. 49. There shall be for every prison a governor, chaplain, and surgeon; and, in every prison in which female prisoners shall be confined, a matron.
4 Geo. IV. c. 64, s. 25, 28, 33.
2 and 3 Vic. c. 56, s. 15.

The governor, (except the governor of the common gaol,) chaplain, surgeon, and matron, are to be appointed from time to time by the court of quarter-sessions.

Appointment of subordinate officers. 50. Subordinate officers are to be recommended by the visiting justices, and appointed by the court of quarter-sessions.
4 Geo. IV. c. 64, s. 25.

Sufficient number of subordinate officers. 51. There should be a sufficient number of schoolmasters and school mistresses and other subordinate officers for effective supervision by day and by night.
4 Geo. IV. c. 64, s. 25.

Death, &c. of superior officers. 52. In the case of the absence, death, resignation, or removal of any of the superior officers, the visiting justices shall nominate a person to fill the vacant office during such absence, or until the appointment of a permanent officer by the proper authorities.

Inferior officers to have prison Acts. 53. Copies of all Acts of Parliament in force which relate to any part of the duties of the inferior officers, or to the management of prisons, or the treatment of the prisoners; and a copy of the rules in force shall be kept

in the prison for the use of the subordinate officers, and copies of such portions of the Acts of Parliament as relate to the several duties required of them.

54. All officers shall strictly conform to the provisions of such Acts and Rules, and to any additional regulations made by competent authority.

Officers to conform to Acts and Rules.

55. No officer, excepting the surgeon or chaplain (as hereinafter provided) shall have any occupation unconnected with the prison.

Officers to have no occupation unconnected with the prison.

56. No officer, nor any person in trust for or employed by him, shall have any benefit or advantage from the supply, loan, or letting of any article, or dealing with any prisoner; nor shall any officer, directly or indirectly, have any interest in any contract or agreement for the supply of the prison; nor shall any officer be allowed any wages, per centage, or profit in money, or otherwise, in respect to the work performed by any prisoner; nor shall any money, food, perquisite, or gratuity of any kind, under the name of "garnish," or under any name or pretence whatever, be taken or received from any prisoner on his entrance into the prison, or from any person on his account, or at any other time. And no officer shall receive any money, fee, or gratuity of any kind, on or for the admission of any visitors to the prison or to the prisoners, or at any other time.

No gratuities nor interest in contracts, &c.
55 Geo. III. c. 50.
4 Geo. IV. c. 64.
s. 10, Rule 1.
2 and 3 Vic. c. 56,
Rules 1 and 7.

57. The officers are to direct the attention of the surgeon to any prisoner who may appear to them not in health, although he may not complain; or whose state of mind may appear to them deserving of the surgeon's special notice and care.

To direct attention of the Surgeon to particular prisoners.

Punishments by
Governor or Jus-
tices.

4 Geo. IV. c. 64,
s. 10, Rule 1.

58. No punishments or privations shall be awarded except by the governor or visiting or other justice; such punishments in all cases to be recorded in the governor's journal, and when awarded by a visiting justice to be also entered in the visiting justices' order-book.

Officers to attend
Divine Service.

59. The officers shall, as far as practicable and consistent with the performance of their respective duties, punctually attend Divine Service in the chapel with the prisoners whenever it is performed.

Female officers to
attend female
prisoners, &c.
4 Geo. IV. c. 64,
s. 10, Rules 2, 3, 7,
2 and 3 Vic. c. 56,
s. 6, Rule 3.

60. Female officers shall in all cases attend female prisoners; they only are to search female prisoners, or female visitors to prisoners. They shall always attend male officers and visitors on their visits to the female prison. They are to retain the keys of the wards, yards, and cells, allotted to female prisoners, the locks of which are to be different from those securing the wards, yards, and cells allotted to male prisoners. In the absence of a female officer, some other female (not being a prisoner) is to discharge her duties, and such temporary employment is to be inserted in the governor's journal and reported to the visiting justices.

Suspension of
officers.

61. Any officer may be suspended by the visiting justices; and dismissed by the authority which appointed.

Officers' uniform

62. All subordinate officers employed in the discipline of the prison shall wear a plain uniform of such description and materials as the visiting justices may direct, and shall pay strict attention to cleanliness of person and dress.

THE GOVERNOR.

The Governor.

63. He shall within one month after his appointment To give bond. give a bond, with a surety, to the County, in the joint penalty of a sum equal to double the amount of his annual salary; the condition of which shall be, that he be accountable, when called upon, for all monies, goods, and materials entrusted to his care, and for all furniture belonging to the County in his use and occupation.

64. The governor is to reside in the prison; he is not shall reside, &c. 55 Geo. III. c. 50. 4 Geo. IV. c. 64, s. 10, Rule 1. 2 and 3 Vic. c. 56, s. 6, Rule 1. to be under-sheriff or bailiff, nor concerned in any occupation or trade; he is not to sell or let, (nor any person in trust for him to sell or let,) or have any benefit or advantage from the sale or letting of, any article to, or dealing with any prisoner; he shall not let for hire to any person any room or portion of the residence allotted to him in the gaol, nor any room or ground belonging to the gaol; he shall not directly or indirectly have any interest in any contract or agreement for the supply of the prison; nor shall he have for his own use, or that of any other person, any dealings with any tradesman supplying the prison.

65. With the approbation of the visiting justices, he is May appoint a deputy governor. 2 and 3 Vic. c. 56, s. 7. to appoint an officer of the prison, to act as deputy-governor, whenever he shall be necessarily absent from the prison: and during such necessary absence of the governor, the deputy governor is to have all the power

and duties of governor of the prison. Before leaving the prison, the governor will personally give the charge of the prison to the deputy-governor.

Not to be absent
without leave.

66. He shall not be absent from the prison for a night, without permission in writing from a visiting justice; and his leave of absence, together with the name of the visiting justice granting it, shall be entered in his journal. In case of absence for a night from unavoidable necessity, he shall state the absence, and cause of it, in his journal. He shall not permit any person to sleep in the apartments of any other officer in the prison, without written permission from a visiting justice; nor shall he permit any servant of an officer, nor any person (not an officer of the prison) to have any intercourse or communication with any prisoner, except as permitted by the Prison Rules.

May suspend
subordinate of-
ficers.

67. In case of misconduct, he shall have power to suspend any subordinate officer; but shall report the particulars to a visiting justice, who may continue the suspension until the next meeting of the visiting justices, when the case is to be decided by them.

His conduct.

68. He shall be required to exercise the power delegated to him with firmness, temper, and humanity, and without favour, partiality, or personal resentment. He shall not strike a prisoner, unless in self-defence, and he shall require that humanity and good temper be shown towards the prisoners by his several subordinate officers. He shall at all times be ready to receive the complaint of any prisoner, and shall immediately redress or report the same to the visiting justices at their next meeting.

69. He shall keep a journal for recording all punishments inflicted by his authority, or by that of a visiting or other justice, the day when such punishments shall have taken place, and the cause thereof. He shall report therein all occurrences of importance within the prison, particularly such as relate to the health, discipline, or employment of the prisoners, or to the infringement (from whatever cause) of any of the prison rules. His journal shall be laid before the visiting justices at their respective meetings, and before the justices at quarter-sessions.

His Journal.
4 Geo. IV. c. 64,
s. 10, Rule 4.

70. He shall acquaint himself with the Acts of Parliament relating to the prison, and with the prison rules; and shall strictly adhere to them, and be responsible for every infringement or relaxation of them. He shall observe the conduct of his subordinate officers, and enforce on each of them the due execution of their duties as laid down by the rules; restricting them entirely to the performance of their public duties, and not permitting any of them to be employed in any menial or private capacity, either for himself or any other officer of the prison. If he shall at any time deem it improper or inexpedient for a prisoner to associate with the other prisoners of the class to which he or she may belong, it shall be lawful for him to confine such prisoner with any other class or description of prisoners, or in any other part of the prison, until he can receive the directions of a visiting justice thereon, provided that no prisoner before trial be placed with a convicted prisoner.

Acquaint himself
with Acts of Par-
liament and pri-
son rules

4 Geo. IV. s. 10,
Rule 6.

71. He shall enforce the observance of silence as regards convicted prisoners, throughout the prison, as far as practicable, and prevent all intercourse or communication between such prisoners, by word, sign, gesture, or

Enforce silence,
&c.

any other mode, as far as the conduct of the business of the prison or the labour of the prisoners will permit, and shall take care that all necessary and unavoidable intercourse or communication between such prisoners be conducted in such manner only as he shall from time to time direct.

Fines on subordinate officers for omission or neglect of duty.

72. He shall levy upon the subordinate officers fines for negligence in the performance of duty, according to such scale as may be adopted by the visiting justices. The fines so levied to be applied as directed by Rule 18.

Inspect the prison daily.
4 Geo. IV. c. 64, s. 10, Rule 3.
2 and 3 Vic. c. 56, s. 6, Rule 2.

73. He shall, as far as may be practicable, visit every ward, and see every prisoner, and inspect every cell, once at least in every 24 hours, or, in case of his not making such visit, he shall state the cause of omission in his journal. When he or any other male officer shall visit the female prisoners, he shall be accompanied by the matron, or by some other female officer of the prison. He shall from time to time go through the prison at an uncertain hour of the night, which visit, with the hour and the state of the prison at the time, he shall record in his journal.

Security.

74. He shall take every precaution necessary for preventing escape; and give orders for the daily examination of the cells, bars, bolts, locks, &c. He shall direct an examination of all parcels, letters, and articles brought into the prison; and such an examination of visitors to prisoners as he may deem requisite in particular cases. He shall adopt proper precautions against fire.

Search prisoners on admission.

75. He, or two warders, shall search every male prisoner, on his admission; and after the prisoner has been examined and passed by the surgeon, the governor shall

dispose of him according to the appointed rule of separation or classification.

76. He shall not allow any money, food, perquisite, or gratuity of any kind under the name of "garnish," or under any name or pretence whatever, to be taken or received from any prisoner on his or her entrance into the prison, or from any person on his or her account, or at any other time. He, or such other person as he shall appoint, shall take charge of the monies and effects of every prisoner for safe custody only, and for the purpose of being restored to such prisoner or to some person on his or her behalf.

Note certain particulars, and take charge of prisoner's money and effects.
2 and 3 Vic. c. 56, s. 6, Rule 7.

77. He shall read, or cause to be read, to every prisoner, on his admission, such of the rules as relate to the conduct and treatment of prisoners; and once at least in every week repeat the same.

Read certain rules to the prisoners.

78. He shall attend Divine Service in the prison chapel whenever it is performed, unless prevented by some duty, or some other reasonable cause, inserting in his journal the omission and cause thereof. He shall see that the subordinate officers and prisoners attend, unless prevented by illness, or excused by prison regulation. He shall daily deliver, or cause to be delivered, to the chaplain, a list of the names of officers and prisoners absent from chapel, with a statement of the causes of their absence; the list to be signed by the governor. He shall observe the conduct of the subordinate officers, and take special care that the behaviour of the prisoners in chapel is proper and orderly, and that any impropriety is repressed.

Attend Divine Service.

Attend the distribution of food.

79. He shall take care that all provisions supplied to the prisoners be of proper quality and weight, and shall cause any article of food to be weighed or measured if required by a prisoner to do so.

See that prisoners have labour employment. and 4 Geo. 1V. c. 64, s. 10, Rule 5, and s. 37, 38. 5 Geo. IV. c. 85, s. 16, 17.

80. He shall take care that the prisoners sentenced to hard labour are regularly so employed: when any of them are excused by the surgeon from performing it, the governor shall provide some other employment. He shall provide employment for other convicted prisoners, and for such prisoners before trial as are willing to be employed, as far as can be done. No prisoner not sentenced to hard labour shall be placed on the tread-wheel, either with or without his consent.

To keep certain prisoners to hard labour. 5 Geo. 1V. c. 84, s. 18. 2 and 3 Vic. c. 56, s. 17.

81. After sentence of transportation on a prisoner, or judgment of death recorded, the governor shall apply to a visiting justice for an order to put such prisoner to hard labour.

Discharge of prisoners. 5 and 6 Will. IV. c. 38, s. 12.

82. Before any prisoners under the age of twenty-one years are discharged, he shall inform their relatives and friends (if there are any whose names and residence he can ascertain), on what day and at what time the prisoner will be discharged, that they may have the opportunity of attending to receive the prisoner when discharged from prison, unless he shall see good reason to the contrary.

83. All prisoners whose terms of imprisonment expire on any Lord's-day shall be discharged on the Saturday next preceding such Lord's-day.

Power of the Governor of a prison to punish

84. He shall hear all complaints touching any of the following offences: that is to say—disobedience of any of

the rules of the prison ; common assaults by one prisoner upon another, where no dangerous wound or bruise is given ; profane cursing and swearing, any indecent behaviour, and any irreverent behaviour at chapel by any description of prisoners ; absence from chapel without leave ; and idleness or negligence in work, or wilful mismanagement of it, by any prisoner under charge or conviction of any crime. He shall examine any person touching such offences, and may determine thereupon ; and he may punish all such offences by ordering any offender to close confinement in a refractory or solitary cell, and by keeping such offender upon bread and water for any term not exceeding three days ; and he shall report any repetition of such offences, or any of a worse character, to the visiting justices.

85. He shall put no description of iron on a prisoner, except in cases of urgent and absolute necessity ; and shall enter in his journal full particulars of every such case, and give notice thereof forthwith to a visiting justice. He shall not continue any irons on a prisoner longer than twenty-four hours, without an order in writing from a visiting justice specifying the cause thereof, and the time during which the prisoner is to be ironed.

86. He shall at least once each day visit every cell in which a prisoner is confined in solitary and separate confinement either by order of court, the rules of the prison, or for breach of prison discipline ; and he shall see that such cells are kept in a clean, aired state.

87. He shall daily deliver or cause to be delivered to the chaplain and surgeon lists of such prisoners as are

certain offences.
4 Geo. IV. c. 64,
s. 41.

Irons.
4 Geo. IV. c. 64,
s. 10, Rule 12.
2 and 3 Vic. c. 56,
s. 6, Rule 6.

Visit prisoners in
solitary confinement.

Deliver lists to
Chaplain and
Surgeon.

placed in solitary or separate confinement, and of those under punishment; and to the surgeon a list of such as complain of illness, or are removed to the infirmary, or confined to their cells by illness; and he shall also notify to the surgeon the illness of any prisoner.

Obey written directions of the Surgeon as to diet, &c.

88. He shall cause to be carried into effect the written directions of the surgeon for the supply of any additional bedding, clothing, or particular diet, or other article, which the surgeon may deem necessary for any sick prisoner under his care: such directions specifying the name of the prisoner, the quantities of the articles ordered, and the times of use.

To obey directions of the Surgeon as to discipline.

89. He shall carry into effect the written directions of the surgeon respecting alteration of discipline or treatment of any prisoner whose mind or body appears to the surgeon injuriously affected by the prison discipline; and shall report them in writing to the visiting justices.

To direct the attention of Chaplain and Surgeon to particular prisoners.

90. He shall call the attention of the chaplain and surgeon to any prisoner whose state of mind or body appears to require their attention; and if it appear that the mind or body of any prisoner is injuriously affected by discipline or treatment, shall make such change therein as he may think necessary, and report the same, in writing, to one or more of the visiting justices for directions thereon, entering such report in his journal.

To obey directions as to cleaning and lime-washing.
4 Geo. IV. s. 10,
Rules 17, 19.

91. He shall see carried into effect the written directions of the surgeon for separating prisoners labouring under infectious complaints, or suspected thereof; and for cleansing, disinfecting, and lime-washing any apartments

occupied by such prisoners ; and for washing, disinfecting, fumigating, or destroying any foul or suspected apparel.

92. He shall attend, together with the surgeon, all corporal punishments inflicted within the prison ; and he shall enter in his journal the number of lashes given, and any orders which the surgeon may give on such occasions for the postponement or omission of any part of the punishment.

To attend corporal punishments.

93. He shall keep a journal, in which he shall record all punishments inflicted by order of court, or by any justice or justices of the peace, or by his own order, and the day when such punishment shall have taken place.

Keep a journal of punishments.

94. He shall apprehend any person bringing in any spirituous or fermented liquor contrary to the rules, or carrying into the prison, or attempting, by throwing over the walls, or by other means, to introduce into the prison any letters, tobacco, or other articles not allowed by the rules, and may take the person so offending before a justice.

Punishment for carrying spirituous liquors into prison, fine and forfeiture. 4 Geo. IV. c. 64, s. 40. 6 Geo. IV. c. 80, s. 134.

95. Upon the death of any prisoner, he is to give immediate notice to a visiting justice, to the coroner of the district, and, when practicable, to the nearest relatives of the deceased.

Give notices of the death of a prisoner. 4 Geo. IV. c. 64, s. 10, Rule 24.

96. He shall cause to be kept an inventory of the different furniture and moveable property belonging to the county in the prison, and shall lay it, with his accounts, quarterly before the visiting justices. He shall also keep a catalogue of all books and printed papers allowed to be brought into the prison.

Keep certain inventories. 2 and 3 Vic. c. 56, s. 6, Rule 8.

Enter benefactions in his journal.

97. He shall enter in a book, to be kept for that purpose, a statement of any donations, benefactions, &c., handed over to him for the use of the prison, and the mode of their application.

To attend quarter sessions, and make report.
4 Geo. IV. c. 64, s. 14.

98. He shall make a report, in writing, of the actual state and condition of the prison, and of the number and description of prisoners, to the justices at every general or quarter sessions, and shall attend there to answer on oath the inquiries of the justices, with respect to the state and condition of the prison and of the prisoners, or with respect to any other matters relating thereto.

To make certain returns.
4 Geo. IV. c. 64, s. 19.

99. Previously to the first day of every assize or sessions of gaol delivery, he is to make a return, in writing, of all persons in his custody who have been sentenced to hard labour at any previous assizes or sessions, specifying the manner in which such sentences have been carried into execution, the particular species of labour in which such prisoners have been employed, and the average number of hours in a day for which such persons so sentenced have been kept to work ; which return shall be signed by him and also by one at least of the visiting justices, who will add such observations as the case may appear to require ; and such return shall be delivered to the justice of assize and gaol delivery.

List of prisoners to be transmitted to the Secretary of State.
4 Geo. IV. c. 64, s. 20.

100. On the second day after the termination of every assize or sessions held for the trial of prisoners, he is to transmit by the post of that day to one of Her Majesty's Principal Secretaries of State a calendar, containing the names, crimes, and sentences of the prisoners tried at such assize or session ; distinguishing with respect to all pri-

soners capittally convieted sneh as may have been reprieved by the court, and stating the day on which execution is to be done on those who have not been reprieved.

101. At each quarter-sessions of the peace he is to deliver or cause to be delivered to the court a certificate signed by himself, which certificate shall contain a declaration how far the rules laid down for the government of the prison have been complied with, and shall point out any deviation therefrom which has taken place.

Certificate to
quartersessions.
4 Geo. IV. c. 64,
s. 21.

102. The return required by the 4th Geo. IV., cap. 64, s. 22, is to be made in the form of the schedule annexed to the 2nd and 3rd Viet. cap. 56.

Return to be
made to clerk of
the peace at every
Michaelmas
quarter sessions.
4 Geo. IV. c. 64,
s. 22; 2 & 3 Vic.
c. 56, s. 10.

103. He shall duly keep or cause to be made, the proper entries in the several books, journals, and accounts hereinafter required of him (see Rule 298). He shall fill up every fortnight a return of the prisoners according to Form A (see App.), with such additions or omissions as may from time to time be directed by the visiting justices, and shall enter such return in a book to be kept for that purpose. He shall lay before the justices at quarter-sessions the whole of such returns for each quarter, and shall produce such book to the visiting justices at their meetings.

To keep certain
books and jour-
nals.

104. He shall be responsible for the safe custody of the journals, registers, account-books, commitments, and all other documents confided to his care: and see that they are preserved unmutilated and unaltered; and shall, when required, produce such books and documents for inspection to the justices at every general or quarter-sessions, and to the visiting justices.

Responsible for
the safe custody
of journals and
other documents
confided to his
care.

Hours of locking
and unlocking
the prison.

105. The prison shall be locked for the night and the keys of the outer gate delivered to the governor at o'clock each night; and a report shall be then made to him whether the officers resident in the prison are all present. The keys shall be kept by the governor until the hour of unlocking in the morning, and no ingress or egress shall be allowed between the hour of locking at night and unlocking in the morning, except in special cases, to be entered in the governor's journal.

Inspect letters.

106. He, or an officer authorized by the visiting justices, shall inspect every letter and parcel to and from a prisoner (except such as are addressed to a visiting justice, or other proper authority); and in every instance where he shall deem it expedient to withhold a letter or parcel either to or from a prisoner, he shall lay every such letter or parcel before a visiting justice for his decision. All packets and parcels found on visitors to be opened in the presence of the person bringing them.

Demand the
names of visitors

107. He shall be empowered to demand the name and address of any visitor, and, when he has any ground for suspicion, search or cause to be searched male visitors, and under the like circumstances to direct the matron or some female officer to search female visitors, or in case of their refusing to be searched shall deny them admission: and if he shall know any cause why a visitor should not see a prisoner he shall prevent any intercourse between them, and state his reasons for so doing in his journal.

Keep sufficient
supplies.

108. He shall take care that there is at all times a sufficient supply of proper food and other necessities for the prison, and materials for the employment of the prisoners.

109. He shall examine all bills for supplies for the prison, previous to their inspection by the visiting justices. Examine bills.

110. He shall keep copies of all official letters written by him in a letter-book. Letter book.

111. In case of the payment of any fine or penalty by a prisoner, he shall forthwith, after the discharge of such prisoner, write to the clerk of the sessions or court from which such prisoner was committed, notifying such payment. Respecting penalties paid in prison.

112. Orders to the governor relating to the discipline of prison shall be in writing; and all orders from him shall be in writing, and entered in a book called "The Governor's Order-book." The Governor's order book.

113. All books of accounts shall be open at all times to the inspection of the governor, and shall be examined by him, so far as he may be enabled; and he is required to report to the visiting justices whether the same are properly kept. Examine books of accounts.

*Matron.***MATRON.**

General duties
of Matron.

4 Geo. IV. c. 64,
s. 10, Rule 2.

114. The matron shall reside in the prison, and be under the directions of the governor. She is to have the care and superintendence of the whole female department, and enforce upon the female prisoners the observance of the prison rules. With respect to her general conduct, she shall conform to the rules laid down for that of the governor, as far as they can be applied to the treatment and care of female prisoners.

Matron to attend
male officers and
visitors in their
visits to the fe-
males' prison.
4 Geo. IV. c. 64,
s. 10, Rules 3 & 7.

115. She shall, unless unavoidably prevented, attend the governor whenever he visits the females' prison, and when so prevented she shall be responsible that some female officer attends him, and she shall especially take care that no male officer or visitor enters the females' prison unless accompanied by herself, or by some other female officer.

Matron daily to
inspect females'
prison, &c.

116. She or some other female officer shall be present at the distribution of meals to the female prisoners, and she shall daily visit every part of the prison appropriated to females, inspect the bedding, clothing, and food of the female prisoners, and see every female prisoner at least once in every twenty-four hours. In the event of her omitting any of these duties, she is to insert the omission and the cause in her journal.

117. She shall keep a journal for recording occurrences of importance within her department, reports made by her to the governor, and punishments of female prisoners; and lay the journal before the visiting justices at their ordinary meetings. Matron's journal

118. She shall make a daily report to the governor, at some stated time fixed by him, of the general condition and conduct of her department; of the names of female officers and prisoners absent from chapel, and the cause thereof; and a list of the female prisoners in the infirmary, or under medical treatment in their own cells or wards, or wanting to see the surgeon; and the names of such as are under punishment. Matron's daily report.

119. She shall attend divine service with the prisoners; inserting any omission and cause thereof in her daily report to the governor, and in her journal. Matron to attend Divine Service.

120. She shall not absent herself from the prison without the permission of the governor, and noticing such absence in her journal; during her absence she shall give charge of the female department to the chief female turnkey. She shall not be absent from the prison for a night without the written permission of a visiting justice. Matron's absence.

121. She and a female officer, or two female officers deputed by her shall search every female prisoner on admission; and the same course shall be pursued by her with reference to female prisoners as that prescribed for the governor, with reference to male prisoners, in Rule 75. All money or effects brought into the prison, on admission, by any female prisoner, or from time to time Matron to search female prisoners.

sent in for her use and benefit, shall be transferred to the governor, and dealt with as directed by Rule 76.

Matron to search female visitors to prisoners.

122. Whenever she thinks it necessary, or when directed by the governor, she shall search any female visitor to prisoners ; the search to be in the presence of females only.

Matron to read rules to prisoners on admission.

123. She shall read, or cause to be read, to every female prisoner, on admission, such of the rules as relate to the conduct or treatment of prisoners ; and repeat the same at least every week.

Matron to superintend the work of female prisoners.

124. She shall superintend the work performed by female prisoners ; see that the female prisoners committed to hard labour are constantly employed during the appointed hours of labour, in such labour or employment as may be directed by the visiting justices. She shall, as far as practicable, provide employment for other convicted female prisoners ; and also for prisoners before trial who may be willing to be employed.

Matron to have charge of prison linen, &c.

125. She shall have charge of the prison clothing, bedding, and linen ; and, if required, assist in the purchase of any articles required for her department, and shall report from time to time to the governor any deficiencies in the stock requisite for carrying on the prison work.

SUBORDINATE OFFICERS,

*Subordinate
Officers.*

MALE AND FEMALE.

126. The subordinate officers are to be recommended Appointment.
by the visiting justices, and appointed by the Court of 4 Geo. IV. c. 64,
s. 25, 26.
Quarter Sessions.

127. They are strictly forbidden to hold familiar con- Conduct.
versation with the prisoners, or to communicate with them
on any subject whatever unconnected with their duties,
neither are they to entertain applications without the
prison gates of the friends or relations of prisoners, under
the plea of extending favour to those within the walls ;
moreover, it is expected that they will carefully abstain
from forming intimacy or acquaintanceship with discharged
prisoners of any class or description, but maintain their
respectability by avoiding the company of all such persons.

128. They shall strictly conform to the rules laid down Strictly to con-
form to rules,
and to obey the
Governor.
for their conduct, obey the lawful orders of the governor
in every respect, and assist him in maintaining order and
discipline in the prison.

129. The general and special duties of each subordinate Instruction book
officer shall be printed in a book, to be kept by the officer.

Report book.

130. Each subordinate officer shall also be provided with a book for entries relating to the conduct of the prisoners, which he is to show to the governor daily.

Names of sick prisoners to be reported.

131. They shall report to the governor the names of prisoners who desire to see the surgeon, or appear out of health; or who desire to see the governor, the chaplain, or the visiting justices.

Not to compel prisoners who complain of illness to labour.

132. They shall not compel any prisoner to labour who complains of illness or failing strength, until the surgeon has seen him and given directions: they are to report all such cases to the governor.

Absence.

133. They shall not be absent from the prison without leave from the governor. On going out with permission, or on duty, they shall leave their keys, instruction-book, and report-book, in the governor's charge.

Visitors to subordinate officers

134. They shall not be permitted to receive any visitors in the interior of the prison without permission of the governor.

To count prisoners at locking and unlocking times.

135. They shall count the prisoners at locking and unlocking time, and shall regularly report to the governor the numbers present at each time.

Daily examine cells, locks, &c.

136. They shall daily examine the state of the cells, bedding, locks, bolts, &c., as soon as the cells are empty in the morning; and shall seize all prohibited articles, and deliver them to the governor forthwith.

Warders to act as watchman or night patrol.

137. The warders shall, as directed by the visiting justices, perform the duties of watchman or night patrol, and

shall report to the governor before leaving duty the occurrences of their hours of watching, and, if necessary, shall report to him any occurrence during the night.

138. Fines are to be levied by the governor upon subordinate officers for negligence in the performance of duty, according to a scale to be regulated by the visiting justices. The fines so levied to be applied as directed by Rule 18.

Fines for omission or neglect of duty.

*Lodge or Outer
Gate Porter.*

LODGE OR OUTER GATE PORTER.

To allow sub-
officers to pass
out under gene-
ral orders.

139. He shall allow the subordinate officers or servants of the prison to pass in and out at such times as may be appointed by the governor.

Keep a minute
book.

Take charge of
all letters, &c.

140. He shall keep a book, in which he shall note the time at which each warder comes upon and leaves duty, and report his absence or want of punctuality to the governor daily. He shall file all visiting orders, and keep a book in which he shall enter the name of the magistrate signing the order of the visitor, and of the prisoner to whom the visit is made. He shall take charge of all letters, parcels, or articles sent in for any prisoner under charge or conviction of any crime, and deliver them as the governor may direct.

Lock gates at
night.

141. He shall lock the gates at the appointed hour at night, and deliver the keys to the governor, and receive them again at the hour of unlocking in the morning.

Examine all or-
ders for the ad-
mission of vi-
sitors.

142. He shall carefully examine the orders for the admission of prisoners' friends. If he has ground to suspect or believe that the person presenting such orders has obtained them under false pretences, he shall not admit such person to the prison until he has obtained directions from the governor, to whom he shall immediately apply.

143. He shall endeavour by every means in his power to prevent the embezzlement of any of the prison property, or the admission of improper or prohibited articles ; for which purpose he may examine all articles carried in or out of the prison.

To prevent the embezzlement of the prison property.

144. He shall not permit any provision, clothing, or other article for the use of the prisoners, except to debtors, persons for bail, under examination and for trial, and convicted misdemeanants of the first division, to pass the gates under any pretence whatever ; and he shall carefully examine all articles brought for the use of the prisoners in the common gaol, in order to prevent the introduction of improper articles.

To prevent the introduction of provision, clothing, &c.

145. He shall stop any person suspected of bringing in spirits or other articles for the prisoners, or of carrying out any property belonging to the prison, giving immediate notice thereof to the governor, who may if he thinks proper direct the suspected person to be searched.

To stop suspected persons.

*Chaplain
and Assistant
Chaplain.*

CHAPLAIN AND ASSISTANT CHAPLAIN.

A Chaplain for
every prison.

4 Geo. IV. c. 64,
s. 28.
2 and 3 Vic. c. 56,
s. 15, 16.

146. There shall be a chaplain for every prison ; and in every prison in which the average number of prisoners confined at any one time during the three years next before his appointment shall not have been less than two hundred and fifty, the justices, or other persons having the appointment of the chaplain may, if they shall see fit, appoint an assistant chaplain, or assistant chaplains.

Chaplain to be
licensed.

4 Geo. IV. c. 64,
s. 29.
2 and 3 Vic. c. 56,
s. 15.

147. The chaplain and assistant chaplain shall be clergymen of the Church of England. They shall not officiate until they shall have obtained a licence for that purpose from the Bishop of the diocese, nor for any longer time than while such licence shall continue in force ; and notice of every such appointment within one month after, shall be transmitted to the Bishop by the Clerk of the Peace.

Chaplain to hold
no other benefice

2 and 3 Vic. c. 56,
s. 16.

148. In prisons in which the average number of prisoners confined at one time during the three years next before his appointment shall not have been less than one hundred, the chaplain or assistant chaplain shall not hold any benefice with cure of souls, or any curacy, nor have any professional duties unconnected with the prison, whilst holding the office of chaplain or assistant chaplain.

149. They shall, on every Sunday, Christmas-day, and Good Friday, and on public fast and thanksgiving days, perform the appointed Morning and Evening Services of the Church of England, and preach a sermon. The hours of Divine Service shall be fixed by the visiting justices, between the hours of nine and five of the day.

150. They shall daily read prayers, to be selected by him from the Liturgy of the Church of England, together with a portion of Scripture, in the chapel. In case of his absence (to be entered in his journal), the daily prayers are to be read by the governor, or by some other person approved by the visiting justices.

151. They shall administer the sacrament of the Lord's Supper to such prisoners as shall be desirous to receive the same, and as the chaplain may deem in a proper frame of mind; and enter in their journals the names of such prisoners as attend.

152. Portions of Scripture shall be read to the prisoners when assembled for instruction by the chaplain, or by such other person, not a prisoner, as he may appoint.

153. He is to devote to his duties in the prison such a portion of time daily as shall be approved by the visiting justices, and daily note in his journal the hour of his entrance and departure.

154. They shall frequently visit the infirmaries and sick, every room and cell occupied by prisoners, and attend at all reasonable times any prisoner who may require their spiritual advice and assistance. They shall pay especial

Divine Service.
4 Geo. IV. c. 64,
s. 30.

Daily prayers.
4 Geo. IV. c. 64,
s. 10, Rule 9.

Administer the
Sacrament.
4 Geo. IV. c. 64,
s. 30.

Read portions of
Scripture.
4 Geo. IV. c. 64,
s. 10, Rule 9.
2 and 3 Vic. c. 56,
s. 6, Rule 4.

Time to be de-
voted to his
duties.

Visit the sick
daily.
4 Geo. IV. c. 64,
s. 30.

attention to juvenile offenders, to prisoners in solitary and separate confinement, or under punishment in refractory, dark, or their own cells.

Direct the distribution of books.
2 and 3 Vic. c. 56,
s. 6, Rule 8.

155. They shall superintend the distribution and preservation of books (selected from a list made by himself, and sanctioned by the visiting justices) to be read by the prisoners belonging to the Established Church; and inspect all books proposed for the use of prisoners of the Established Church, and reject such as he may deem improper; reporting the same to the visiting justices.

Superintend the schools.

156. They shall superintend the schools and direct the course of instruction to be pursued by the school-master; and whenever the chaplain shall assemble a class of prisoners for instruction, he should be attended by a subordinate officer; and on every such occasion all communication whatever between the prisoners should be prevented. They shall frequently attend the schools and examine the prisoners as to their progress.

Pay particular attention to certain prisoners.

157. They shall pay particular attention to the state of mind of the prisoners; and if he shall think that the mind of any prisoner is likely to be injuriously affected by the discipline or treatment, he should report the same to the governor and the visiting justices; entering such report in his journal.

His journal.
4 Geo. IV. c. 64,
s. 30.

158. They shall keep journals for entering the times of their attendance in the performance of their duties, with any observations that may occur to them in the execution thereof, together with all occurrences of importance.

159. The entries shall be made in the chaplain's journal by himself, or by the clergyman officiating for him, on each day before quitting the prison, excepting at those times when his journal is laid before the justices at the quarter session; and such journal shall be open at all times to the inspection of the visiting justices.

Entries in journal to be made daily.

160. They shall regularly enter in a book, to be kept by the governor for that purpose, the date of every visit made by them to the prison; and every such entry is to be signed by them respectively.

Make entries of his visits to the prison.
4 Geo. IV. c. 64, s. 34.

161. They shall communicate to the visiting justices from time to time any abuse or impropriety which may have come to their knowledge, and shall meet the visiting justices when required, confer with them on all matters connected with the discharge of his duty, and report to them in writing the state of the prisoners, as to their moral and religious conduct.

Communicate abuses to the visiting justices.
4 Geo. IV. c. 64, s. 30.

162. They shall have a room in the prison for their own use.

To have a room for his use.

163. They shall, at every Michaelmas quarter sessions, deliver to the justices a written statement as to the religious and moral instruction and condition of the prisoners, with their observations thereon.

Michaelmas report.
4 Geo. IV. c. 64, s. 34.

164. If any prisoner shall be of a religious persuasion differing from that of the Established Church, a minister of that persuasion, at the special request of such prisoner, shall be allowed to visit him at proper and reasonable times, under such restrictions by the visiting justices as

Prisoners of a persuasion differing from the Established Church may see their own Ministers.
4 Geo. IV. c. 64, s. 31.

may guard against the introduction of improper persons, and as shall prevent improper communication.

His Substitute. 165. In case of the absence of either of them from the prison on leave, or sickness, or necessary engagement, he will appoint, with the consent of the visiting justices, a substitute, and insert his name and residence in his journal; and may on such occasions be authorised to provide some other clergyman to officiate for him in the chapel. He may at any time accept the assistance of any clergyman of the Church of England in the performance of a part of the Divine Service in the chapel; inserting the name of such clergyman in his journal.

SCHOOLMASTER AND SCHOOL- MISTRESS.

*Schoolmaster and
Schoolmistress.*

166. Provision shall be made for the instruction of prisoners of both sexes in reading and writing, as may be directed by the visiting justices. Provision to be made for instructing prisoners.
4 Geo. IV. c. 64,
s. 10, Rule 10.
167. Male prisoners shall be instructed by a schoolmaster, and female prisoners by a schoolmistress. By whom prisoners to be instructed.
168. The schoolmaster shall act as clerk in the chapel when required, attend on the chaplain in his room before and after Divine Service, and see that the chapel and books are kept in a proper state. Schoolmaster to act as clerk in Chapel.
169. They shall, from time to time, make reports to the chaplain as to the conduct and progress of the prisoners, and a minute of such reports shall be made in the chaplain's journal. Report to the Chaplain prisoners' conduct and progress.
170. They shall take strict care that there is no communication between prisoners during instruction. Prevent communication between prisoners.
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The Surgeon.

THE SURGEON.

Time of attendance.
4 Geo. IV. c. 64,
s. 33.

171. The Surgeon appointed is required to visit the prison daily, and oftener if necessary, and see every prisoner confined therein at least twice a week, whether criminal or debtor. He shall report from time to time to the visiting justices, who will report to every General or Quarter Sessions, the condition of the prison, and the state of health of the prisoners. He shall keep a journal in which is to be entered the date of every attendance for performance of his duty, with any observations which may occur to him, and sign the same. Such journal shall be kept in the prison and regularly laid before the justices for their inspection at every Quarter Sessions.

Examine every prisoner on admission.
4 Geo. IV. c. 64,
s. 10, Rule 17.

172. He shall examine every prisoner brought into prison before he is passed into the proper ward.

Air and exercise.
4 Geo. IV. c. 64,
s. 10, Rule 20.

173. All prisoners shall be allowed as much air and exercise as may be recommended by the surgeon for health.

Infirmaries.
4 Geo. IV. c. 64,
s. 49.

174. Separate rooms or cells shall be provided under his recommendation as infirmaries or sick wards for the two sexes, and as far as practicable for the different description of prisoners; warm or cold baths, or bathing tubs shall be introduced into such parts of the prison as may be best adapted for the use of the several classes, and proper yards allotted to the different classes for air and exercise.

175. Prisoners under his care shall be allowed such diet as he may direct. Sick diet.
4 Geo. IV. c. 64,
s. 10, Rule 13.

176. Every order given by him for the admission of spirituous liquors or tobacco into the prison shall be in writing, and entered by him in his journal ; and no tobacco in any shape (except for debtors and misdemeanants of the first division), shall be admitted for the use of any prisoner, except in such quantities, in such manner, and at such times as he shall order. He or his substitute shall enter in a journal, to be kept in the prison, an account of the state of every sick prisoner, the name of the disease, and a description of the medicines, diet, or treatment, ordered by him. Spirituous liquors
and tobacco.
2 and 3 Vic. c. 56,
s. 6, Rule 5.
3 and 4 Vic. c. 25,
s. 1.

177. He may direct for any sick prisoner, by order in writing (entering the same in his journal No. 1), additional bedding, clothing, or other articles, or any particular diet, including if necessary any strong liquor ; specifying the name of the prisoner, the quantities ordered, and the times of use. Additional arti-
cles for the sick.

178. He shall visit the prisoners in the infirmaries under his care once every day, and oftener if necessary ; and attend immediately on receiving notice from the governor of the illness of any prisoner. Visit infirmaries
daily.

179. He shall see daily such of the prisoners as complain of illness, or appear out of health ; and shall either supply such prisoners with medicines in their wards or cells, or direct them to be removed to the infirmary. He shall report to the governor any case that may arise for varying the diet or treatment of prisoners not removed to Daily see the
sick.

the infirmary. He shall examine all the prisoners from time to time, to ascertain that they are clean and free from disease.

When practicable, to attend the sick in their own cells.

180. He shall in all cases where practicable and not unfavourable to health attend the sick prisoners in their cells; and not order their removal to the common infirmary unless necessary.

Visit prisoners in solitary confinement, &c.

181. He shall on receiving notice of the separate or solitary confinement or punishment of any prisoner pay particular attention to the case, and see such prisoner once in every day while such separate or solitary confinement or punishment continues.

To give directions in special cases.

182. Whenever he shall have reason to believe that either the mind or body of a prisoner is likely to be injuriously affected by discipline or treatment, he shall report the case in writing to the governor, together with such directions as he may think proper; and shall also enter the same in his journal No. 1. The governor shall thereupon alter or suspend the treatment of such prisoner accordingly until the attendance of one or more visiting justices, who shall inquire into the case, and make such order as may be necessary.

Direct attention of Chaplain to certain prisoners

183. He shall call the attention of the chaplain to any prisoner whose state of mind appears to require his special care.

Directions in case of infection.

184. He shall give instructions in writing to the governor for separating prisoners having infectious complaints, or being suspected thereof; for cleansing, disin-

fecting, and whitewashing any apartments occupied by such prisoners ; and for washing, disinfecting, or destroying any infected apparel.

185. He shall remark in his journal and report to the governor any neglect of cleanliness, want of drainage, warmth, or ventilation ; any bad quality of the provisions, or other cause which may affect the general health of the prison.

Report as to cleanliness, warmth, and ventilation.

186. He shall occasionally inspect every part of the prison, the cells of the prisoners, the day and work rooms and other parts of the prison, for the purpose of seeing that proper attention is paid to cleanliness, drainage, warmth, and ventilation. He shall see to the proper distribution of the thermometers, take notice of the provisions supplied for the prisoners, and see that the clothing and bedding of the prisoners generally, are sufficient and in a proper state. Upon these particulars he shall report to the governor or visiting justices whenever he shall deem it necessary.

Occasionally inspect every part of prison.

187. He or his substitute shall enter in his journal daily the number and names of prisoners in each infirmary, and of those under medical treatment in their wards or cells, with the date of seizure and of removal to the infirmary, and of discharge therefrom ; and an account of all the medicines or other medical treatment ordered at each visit, with such observations as may appear to him to be necessary ; and he (or his substitute) shall in every instance insert the respective particulars in each journal. He shall sign each of his two journals, which shall be kept in the prison, and regularly laid before the visiting

Journals, No. and No. 2.

justices and before the justices at every quarter-session for their inspection.

Death of any
Prisoner

188. He shall, after the death of any prisoner, deliver to the visiting justices a written report, containing the following particulars, viz., at what time the deceased was taken ill, when the circumstance was first communicated to him, when the complaint assumed a dangerous character, when the prisoner died, an account of the appearances after death (when an anatomical examination has been made), his opinion before the coroner, and the verdict of the jury.

Michaelmas
report.

189. He shall, at every Michaelmas Quarter Sessions, deliver to the justices a report in writing, specifying with reference to the past year the general state of health of the prisoners, the disorders which have been most prevalent, whether any connexion may be traced between the diseases which have occurred and the locality or state of the building, or the diet, employment, or other circumstances; also the number of deaths, any case of insanity, the number of infirmary cases, the number of prisoners placed upon extra diet, and the proportion of sick to the whole number of prisoners admitted during the year.

May call in ad-
ditional medical
aid

190. When any case of urgent danger or difficulty may occur, which shall appear to him to require additional medical assistance, he may procure it; reporting the case to the visiting justices.

Attend corporal
punishments.

191. He shall attend all corporal punishments within the prison; and his orders for preventing injury to health shall be obeyed, and inserted in the governor's journal.

192. He shall examine every prisoner about to be removed to any other place of confinement, and report as to his being free from malignant, infectious, or other disqualifying distemper, and in a fit state to be removed. Examine prisoners previously to removal.

193. No prisoner shall be discharged from prison if labouring under any acute or dangerous distemper, nor until, in the opinion of the surgeon, such discharge is safe, unless such prisoner shall require to be discharged. Sick prisoner, when to be discharged. 4 Geo. IV. c. 64, s. 10, Rule 17.

194. Whenever he shall be of opinion that the life of any prisoner is endangered by his continuance in prison, the surgeon shall state in writing such opinion, and the grounds thereof to one or more of the visiting justices. Report prisoners dangerously ill.

195. He shall report in writing to the governor any irregularity in the infirmary which may come to his knowledge, or any difficulty or obstruction in the performance of his duty, and if necessary shall report the same to the visiting justices. Report any irregularity.

196. He shall visit any subordinate officer or servant of the establishment who may be reported to be unwell, and he shall report upon the nature of his illness to the governor. See subordinate officers if unwell.

197. In case of sickness, necessary engagement, or leave of absence, he shall appoint a substitute, to be approved by one or more of the visiting justices: and the name and residence of such substitute shall be specified in the surgeon's journal. Substitute.

Reside near.

198. He shall reside within a convenient distance from the prison.

Enter his visits.
4 Geo. IV. c. 64,
s. 34.

199. He shall regularly enter in a book, to be kept by the governor for that purpose, the date of every visit made by him to the prison ; and every such entry shall be signed by the surgeon.

CLERK.

Clerk.

200. He shall, on his appointment, give security to Security. such amount as the visiting justices shall require; and shall, under the direction of the governor, perform the following duties :—

201. He shall keep a journal of all accounts and Journal records of commitments in the prison, and of all discharges therefrom.

202. He shall keep an account of all moneys given to Moneys to discharged prisoners. prisoners on their discharge.

203. He shall keep an account of and collect all Collect labour money. moneys due to the county for labour done by the prisoners, and pay the same to the county treasurer, and report to the visiting justices.

204. He shall keep all accounts of the prison required Keep accounts. of him by the visiting justices and the governor.

205. He shall keep a book wherein he shall enter an Keep a property book. account of the money and other property, except clothes, taken from prisoners upon their admission into the prison, and shall at the same time deliver to each prisoner for whom he retains any money or other property a voucher, signed by himself, stating the amount or description thereof, and the name of the prisoner; which amount of

money or other property shall be returned to the prisoner if by law entitled, when he or she leaves the prison, on signing such book as a receipt for the same.

No fees, &c. from
prisoners.

206. He shall not receive, directly or indirectly, at any time, any fee or reward from any prisoner, or from any person on his or her behalf, under any pretence whatsoever.

PRINCIPAL WARDER.

*Principal
Warder..*

207. The principal warder shall constantly reside and lodge in the prison. Principal warder to reside in the prison.

208. He shall be the assistant of the governor on all occasions, and when the governor is absent, is to be considered in charge of the prison, except otherwise ordered by the visiting justices. To be assistant governor.

209. He shall attend the male prisoners at chapel, if the governor shall be prevented, and at all other times, provided the duties of the prison will admit of it. To attend male prisoners at chapel in governors absence.

210. He shall diligently observe the conduct and behaviour of all the subordinate officers, servants and prisoners, and report immediately to the governor any neglect or misconduct that he may notice, or that may have come to his knowledge. To report subordinate officers' conduct.

211. On no occasion whatever shall he leave the prison in the absence of the governor. Not to leave prison in governor's absence.

212. He shall superintend the unlocking of the wards in the morning and the locking of them at night. To superintend unlocking and locking.

213. He shall not procure for or sell directly or indirectly any article of provisions or clothing or other description of goods to the prisoners, or receive from the prisoners or their friends under any pretence whatever any fee or reward. Not to procure or sell articles to prisoners.

STOREKEEPER.

To be under the direction of the governor and attend the prison daily.

214. The storekeeper shall perform his several duties under the direction of the governor, and attend at the prison daily, at such times as the duties of his office may require.

To keep a daily account of stores and not to receive fees from contractors.

215. He shall keep a daily account of all stores received and disbursed for the service of the prison and report the same to the visiting justices, as to their quality, and whether they agree with the samples as per contract, and he shall not receive directly or indirectly, at any time, any fee or reward from any contractor, or from any person on his behalf under any pretence whatever.

To take charge of prisoners' clothes.

216. He shall take charge of all clothes belonging to the prisoners on their admission, and mark the same with the prisoner's name on a ticket, with the date when received, and a number, corresponding with a number in a book to be kept for the purpose, and he shall on no occasion return the said clothes to any prisoner until such prisoner is about to leave the prison.

To deliver clothes to matron weekly to be repaired by prisoners.

217. He shall deliver weekly to the matron such clothes as are to be repaired by the female prisoners with a list of the same, taking care that they are returned when repaired.

To deliver list of stores wanted to governor weekly.

218. He shall deliver to the governor a list of all stores wanted for the use of the prison, signed and dated, the governor shall countersign the same, and lay it before the visiting justices at their next meeting.

Security.

219. He shall give such security as the visiting justices may require.

GENERAL RULES.

*General rules.
Prisoners.*

PRISONERS.

220. All prisoners shall on admission be placed in a reception-cell, except debtors, who shall be placed in a reception-room. They shall be strictly searched by the governor or by an officer; or by the matron and a female officer or by two female officers, if a female prisoner. All knives, sharp instruments, dangerous weapons, or articles calculated to facilitate escape, shall be taken from them; all money and other effects brought in with them, or subsequently sent in for their use and benefit, shall be taken care of. The governor shall take charge of such money and effects, and make an inventory of them, to be entered in the prisoners' property book.

Prisoners on entrance to be searched, &c.

221. Every prisoner shall be examined by the surgeon before he shall be passed into the proper ward. Having been examined he shall be cleansed in a warm or cold bath, and have his hair cut, as the surgeon may direct; but debtors, prisoners for trial or for examination, and misdemeanants of the first division, shall be bathed and cleansed, and have their hair cut, only when absolutely necessary for the purposes of health or cleanliness. No prisoner shall be stripped and bathed in the presence of any other prisoner.

*Prisoners on entrance to be examined by the surgeon
4 Geo. IV. c. 64, s. 10, Rule 17.*

222. The wearing apparel of every prisoner shall be fumigated and purified, if requisite; and if the surgeon thinks it necessary, wearing apparel may be burned.

*Wearing apparel to be fumigated,
4 Geo. IV. c. 64, s. 10, Rule 17.*

Debtors, prisoners before trial, and misdemeanants of the first division, may wear their own clothes, if sufficient and proper; if the wearing apparel of prisoners before trial be insufficient, or necessary to be preserved for the trial, such prisoners may be furnished with a plain suit of coarse cloth. In the case of convicted prisoners (not being misdemeanants of the first division), their wearing apparel shall be taken charge of by the governor, and they shall be provided with a prison dress. No prisoner unless under conviction for felony shall be clothed in a party-coloured dress.

Clothing allowed

Shaving, and hair to be cut.

223. Male prisoners shall be shaved, unless otherwise directed by the governor and reported to the visiting justices, at least once a week; and in the case of convicted prisoners, except misdemeanants of the first division, their hair shall be cut at least once a month; the hair of debtors and prisoners before trial is to be cut only when necessary for the purposes of health and cleanliness.

Personal cleanliness.

4 Geo. IV. c. 64, s. 10, Rule 19.

224. Convenient places for the prisoners to wash themselves shall be provided, with a sufficient allowance of water, soap, towels and combs. Every prisoner shall be required to wash daily, and be provided with clean linen and clean towels once a week: all prisoners (except debtors, prisoners before trial, and misdemeanants of the first division) shall, if the surgeon so advises, be placed in a bath at least once a month.

Soap, towels, &c. allowed.

Bedding.

4 Geo. IV. c. 64, s. 10, Rule 18.

225. Every prisoner shall be provided with a separate bed or hammock, either in a separate cell, or (if a male) in a cell with not less than two other male prisoners. Every prisoner shall be provided with a hair, flock, or

straw mattress, two blankets, and a coverlid ; and when ordered by the surgeon with two sheets and a pillow in addition. The whole shall be kept properly clean and washed, and the straw changed when necessary.

226. Every prisoner shall be allowed as much air and exercise as may be recommended by the surgeon.

Air and exercise.
4 Geo. IV. c. 64,
s. 10, Rule 20, and
s. 49.
2 and 3 Vic. c. 56,
s. 4.

227. Every prisoner who does not (as permitted by these Rules) maintain himself, shall be allowed a sufficient quantity of plain and wholesome food according to the dietaries provided for each class of prisoners ; and scales and legal weights and measures shall be provided, A prisoner who requires his food to be weighed or measured shall not thereby be subjected to any privation or inconvenience. Every prisoner shall upon admission and discharge be allowed a due proportion of the day's allowance of food. All prisoners under the care of the surgeon shall be allowed such diet as he may direct in writing.

Diet.
4 Geo. IV. c. 64,
s. 10, Rule 13.

228. No spirits, wine, beer, cider, or other fermented liquor, shall be admitted for the use of any prisoner without a written order of the surgeon, except beer in the case of debtors, prisoners before trial, and misdemeanants of the first class, as provided by Rules 256, 280, and 302.

Spirits, &c.
4 Geo. IV. c. 64,
s. 10, Rule 21.

229. No tobacco shall be admitted for the use of any prisoner (unless when allowed to debtors and misdemeanants of the first division) except by written order of the surgeon.

Tobacco.
2 and 3 Vic. c. 56,
s. 6, Rule 5.
3 and 4 Vic. c. 25,
s. 1.

230. No prisoner, except misdemeanants of the first division, shall be permitted to see any visitor out of the

Visitors.

place appropriated for that purpose, except in special cases under a written order signed by a visiting justice; and in the case of prisoners seriously ill by a written order of the governor and surgeon. Male prisoners are to be visited in the presence of the governor or subordinate officer, female prisoners in the presence of the matron or other female officer. This rule is not to extend to prisoners when they see their legal advisers; nor to misdemeanants of the first division, as provided by Rules 259 and 276.

Visitors on a Sunday.

231. No person shall be admitted to visit a prisoner on a Sunday except in special cases by a written order of a visiting justice, or in the case provided for in Rule 234; and in no case shall a prisoner under punishment for offences committed within the prison, or in solitary confinement under sentence of any court, be permitted to receive any visits from friends without an express order in writing from a visiting justice, stating the grounds on which such order is given.

Admission of visitors under special circumstances.

232. Persons may be permitted by order of a visiting justice or by the governor to visit at any reasonable hour prisoners confined for non-payment of penalties or for want of sureties, for the purpose of making arrangements for the payment of the penalty or the finding of sureties.

Relations or friends may see prisoners when ill.

233. Any near relation or friend may be allowed to see a prisoner dangerously ill, under an order in writing signed by the governor and surgeon, if they consider such visit advisable and the prisoner request it; such order or refusal to be entered in the governor's journal.

234. Any prisoner of a religious persuasion differing from that of the Established Church may, on request to the governor, be visited by a minister of his persuasion on Sundays, or any other days at such reasonable hours as may not interfere with the good order of the prison; the name and address of such minister to be left in the governor's office, and to be communicated by him to the visiting justices. Any books which such ministers may wish to supply to the prisoners of their persuasion must be first submitted to a visiting justice for approval.

Visits of dissenting ministers, &c.
4 Geo. IV. c. 64,
s. 31.

235. No prisoner who is a Jew or Mahometan shall be compelled to labour on his Sabbath.

Jewish prisoners
not compelled
to labour on their
Sabbath.

236. No prisoner shall be allowed to receive or send any letter except from or to a visiting justice, without previous inspection by the governor.

Letters.

237. No prisoner shall receive or send any parcel, or receive any food, clothing, bedding, or other articles, without previous inspection by the governor, or by an officer appointed by him.

Parcels.

238. Officers on duty shall attend to complaints of prisoners and report the same to the governor, who shall inquire into such complaints and report them to a visiting justice, the chaplain, or surgeon, as the case may require.

Facilities of
making known
complaints.

239. If a prisoner complain of illness, the case shall be reported without delay to the surgeon; and no prisoner so complaining is to be compelled to labour until after the surgeon has seen him and given directions.

Prisoners com-
plaining of ill-
ness not to
labour, &c.

Hard labour.
5 Geo. IV. c. 85,
s. 16.

240. No prisoner not sentenced to hard labour shall be employed on the tread-wheel either with or without his consent.

Employment of
prisoners.
2 and 3 Vic. c. 56,
s. 6, Rule 4.

241. No prisoner shall be employed as warder, assistant-warder, wardsman, yardsman, overseer, monitor, school-master, or in the discipline of the prison, or in the service of any officer thereof, or in the service or instruction of any other prisoner.

Attendance at
Divine Service.
4 Geo. IV. c. 64,
s. 10, Rule 11.

242. All prisoners shall regularly attend Divine Service, unless prevented by illness, or permitted to be absent by the governor or a visiting justice.

Instruction.
4 Geo. IV. c. 64,
s. 10, Rule 10.

243. Provision is to be made for the instruction of prisoners in reading and writing, under the direction of the visiting justices.

Books.
2 and 3 Vic. c. 56,
s. 6, Rule 8.

244. Prisoners of the Established Church shall be provided with books and tracts of religious, moral, and useful instruction, under the direction of the chaplain; and prisoners of persuasions differing from the Established Church, under the direction of the visiting justices. Each prisoner who can read shall be furnished with a Bible and Common Prayer Book during Divine Service; and a Bible and Common Prayer Book shall be placed in each day-room, and (during the summer months) in each sleeping cell.

Order, of going
from one part of
the prison to
another, &c.

245. The prisoners on leaving their cells to go to work, to chapel, to the airing yards, or to any other part of the prison, shall be attended by one or more officers; and silence shall be maintained.

246. The prisoners are bound to obey the rules of the prison and the lawful orders of the governor and other officers, and not to treat with disrespect any of the officers or servants of the prison, or any person therein. They are not to be idle or negligent in their work; nor to be absent from Divine Service unless prevented by illness, or excused; they are to behave properly during its performance; they are not to be guilty of swearing, or of indecent or disorderly conduct; nor to commit any kind of nuisances, nor wilfully damage any bedding, any part of the prison, or any article or property therein.

247. Silence, night and day, must be observed by all convicted prisoners; any breach of it will be punished by the stoppage of a meal, or part thereof, and a repetition of offence by increased stoppages or by solitary confinement on bread and water only, or by such other punishment as the law has provided. In like manner singing or whistling in the cells, work-rooms, or yards, is strictly prohibited, and the following are declared to be acts of disorder, and to be punishable as such, viz. :—any attempt to barter or exchange provisions, any marking, defacing, or injuring the doors, walls, tread-wheels, forms, tables, clothes, bedding, books, or utensils whatsoever of the prison, any attempt at communication by signs, writing, or stratagem of any sort; any unnecessary looking round or about, each prisoner being required to look before him either at Divine Service or at work, meals, exercise or passage from one part of the prison to the other, any secreting of money, tobacco or forbidden articles, either on first admission into the prison or afterwards; any purloining or contriving to purloin provisions, books, combs, or any other article, or, when employed in the grounds, pur-

Offences.
4 Geo. IV. c. 64,
s. 41.

Silence :—sing-
ing, whistling,
acts of disorder.

loining vegetables or fruit, &c. growing therein; or any wilful disobedience of such orders of the governor or officers of the prison as shall be in accordance with law and the rules of the prison.

Convicted prisoners refusing to labour, &c.

248. Any convicted prisoner who shall neglect or refuse to perform the labour allotted to him or her, or who shall make or attempt to make any wound, sore, or "fox" on his person, or counterfeit fits, or any ailment for the purpose of obtaining the sanction of the surgeon to be excused labour in all or in part, or an increased allowance of diet, or any indulgence either in or out of the infirmary, or shall be guilty of a breach of the prison rules, shall be liable to be punished by being kept in solitary confinement on bread and water only, for such time not exceeding one month as the visiting justices shall think fit.

Punishment of disorderly prisoners.

249. Prisoners committed before trial or for want of bail, or under examination, who shall conduct themselves in a riotous, disorderly, or indecent manner contrary to the regulations of the prison, shall be placed in separate cells, and be allowed no other food from the county than bread and water, for such time not exceeding one month as the visiting justices shall think fit.

Punishments.
4 Geo. IV. c. 64,
s. 41, 42.
2 and 3 Vic. c. 56,
s. 6, Rule 6.

250. The governor may examine any persons touching offences committed by prisoners, and determine thereupon; and order any prisoner so offending to be punished as the case may deserve. The several punishments for prisoners are—close confinement in their own cells, or in refractory cells, allowance of bread and water only for food, or reduction of the ordinary allowance of food, (neither of these punishments to be for more than three days at a time);

or, in case of necessity, offenders may be placed in irons, (but not for more than twenty-four hours at one time without a written order by a visiting justice.) In cases of greater or repeated offence, a visiting or other justice may order close confinement for a month, or personal correction in the case of prisoners convicted of felony, or sentenced to hard labour.

251. A prisoner's earnings, or money in the hands of the governor, shall be liable and may be applied towards the repair of any injury done by him wilfully to the prison, or to county property, or other property therein.

252. Prisoners under charge or conviction of any offence shall be called by numbers instead of names; and every convicted prisoner out of his cell shall wear such number.

253. Any prisoner whose terms of imprisonment would expire on a Sunday shall be discharged on the Saturday next preceding.

Irons.
4 Geo. IV. c. 61,
s. 10, Rule 12.
2 and 3 Vic. 56.
s. 6.

Prisoners to pay
for wilful da-
mage, &c.

Prisoners to be
called by num-
bers.

Discharge of
prisoners.
5 and 6 Will. IV.
c. 38, s. 12.

*Prisoners
committed for
trial, or for
examination.*

PRISONERS COMMITTED FOR TRIAL, OR FOR EXAMINATION. *

Wear their own
clothing.

4 Geo. IV. c. 64,
s. 10, Rule 17.

254. A prisoner for trial or for examination shall be permitted to wear his own clothing, unless such clothing be deemed insufficient or improper.

Not to be com-
pelled to labour.

4 Geo. IV. c. 64,
s. 37.

5 Geo. IV. c. 85,
s. 16, 17.

255. He shall not be compelled to work or labour ; but at his own request or with his own consent may be supplied with any work not severe, or may at his own expense procure any employment, materials, and tools which the governor may deem safe and proper. Provided no bill shall have been found against such prisoner, or that upon his trial he shall have been acquitted, he shall on his discharge receive out of his earnings such an allowance as the visiting justices may deem fit and reasonable. But nothing in this rule shall prevent the governor from requiring prisoners of this class to make their own beds, and clean the cells, wards, yards, and passages of the division of the prison to which they belong.

May maintain
themselves.

4 Geo. IV. c. 64,
s. 10, Rule 14.

256. He shall be permitted to maintain himself, and to procure for himself, and to receive at proper hours, a reasonable quantity of cooked provisions, and malt-liquor not exceeding one pint, in any one day of twenty-four hours ; and any linen, bedding, clothing, or other necessities (subject to a strict search and under such regulations as may be deemed expedient, in order to prevent extravagance and luxury in a prison ;) and such articles so procured may be paid for out of the monies belonging to such prisoner in the

* See additional Rule—p. 85 *infra*.

hands of the governor. No part of such food, malt-liquor, or other articles, shall be given, sold to, or exchanged with any other prisoner; and any prisoner transgressing this rule shall be prohibited from procuring any food other than the prison allowance, or other articles, for such a period as a visiting justice may direct.

257. He shall not receive the prison allowance of food on the days whereon he procures or receives food under the foregoing rule. When not to receive prison diet

258. Prisoners of this class who do not maintain themselves shall receive the regular prison allowance of food provided for prisoners before trial. Such allowance shall not be lessened on a prisoner's refusal to perform any work or labour to which he cannot be regularly subjected. When to receive prison diet.
5 Geo. IV. c. 85
s. 17.

259. Prisoners for trial shall be permitted to see their relations and friends on any week day without any order between the hours of eleven and two in the afternoon; and at any other time on a week day by an order in writing from a visiting or committing justice; and they shall be permitted to see their legal adviser on any day at any reasonable hour, and in private if required. Prisoners of this class may write or receive letters, to be inspected by the governor. Visitors and letters.
4 Geo. IV. c. 64,
s. 10, Rule 16

260. Prisoners for trial, upon a representation by two visiting justices to the Secretary of State and with the sanction of the Secretary of State, may be placed under the rules provided for misdemeanants of the first division. When may be placed under certain other rules.

261. Prisoners charged with being deserters, and awaiting a route, shall be treated as prisoners for trial. Deserters awaiting a route.

*Prisoners
sentenced to
hard labour.*

PRISONERS SENTENCED TO HARD LABOUR

To wear a prison
dress.

4 Geo. IV. c. 64,
s. 10, Rule 17.

262. A prisoner convicted of felony shall be clothed in a different dress from those convicted of misdemeanor.

Hard labour.

4 Geo. IV. c. 64,
s. 10, Rule 5, 8.

263. He shall be employed unless prevented by sickness at such hard labour as can be provided, and for so many hours (not exceeding ten, exclusive of the time allowed for meals), as hereinafter provided, except on Sundays, Christmas Day, Good Friday, or public fast and thanksgiving days. He shall not be allowed any portion of his earnings, neither shall he receive any extra allowance in consequence of any labour performed by him.

No food, &c.,
other than the
gaol allowance.

4 Geo. IV. c. 64,
s. 10, Rule 15.

264. He shall not receive any food, clothing, bedding, or other necessities, other than the prison allowance, except by order of the surgeon, or under special circumstances to be judged of by one or more of the visiting justices.

Visitors and
letters.

4 Geo. IV. c. 64,
s. 10, Rule 16.

Letters.

265. The general rule as to visitors and letters for these prisoners shall be as follows:—They shall not be permitted to send or receive more than one letter, in the course of every three months; except under special circumstances to be determined by the visiting justices or governor.

Visits of rela-
tions or friends.

266. They shall not be permitted to see any relation or friend more than once during the first three months, except under very special circumstances, or when it may appear

Special circum-
stances.

expedient for the ends of justice. But convicted prisoners may be permitted to see their legal advisers on any day at any reasonable hour, and in private if required.

267. No person who shall be known to have been confined in execution in the House of Correction for this county, shall be allowed to visit any prisoner without a special order signed by two magistrates. Restriction as to visitors.

268. In case an improper person should gain possession of and present an order to see any prisoner confined therein under the sentence of any court, or convicted of any offence, except under very special circumstances, or when it may appear expedient for the ends of justice ; the governor shall be authorized to suspend compliance with it, until he has communicated with the magistrates who signed it. Improper persons not to be admitted to see prisoners.

269. They shall not by signs, words, or otherwise, hold communication with any other prisoner. Silence.

*Prisoners
convicted of
misdemeanor.
First division.*

PRISONERS CONVICTED OF MISDE- MEANOR—FIRST DIVISION.

By order of the
Judge or court.
3 and 4 Vic. c. 25,
s. 2.

270. No prisoner shall be placed in this division except by order of the judge or court before whom he is tried.

Not to be placed
in the common
reception cell.
4 Geo. IV. c. 64,
s. 10, Rule 17.

271. He shall not be placed in the common reception cell, neither shall he be required to bathe or to have his hair cut, unless it shall be deemed requisite by the surgeon.

To retain money
and effects.
2 and 3 Vic. c. 56,
s. 6, Rule 7.

272. He shall be searched on admission by the governor or proper officer, who shall take from him any dangerous weapon or articles calculated to facilitate escape. The governor shall restore to such prisoner any money and effects brought into the prison with him; and shall permit him to receive subsequently any money and effects (subject to examination), provided that such effects are not of an inconvenient, improper, or dangerous kind.

Suitable apart-
ment.

273. He shall be lodged in any convenient and suitable apartment that can be provided within the prison consistently with his safe custody; provided that he shall not be placed with any other class or division of prisoners.

Clothing.
4 Geo. IV. c. 64,
s. 10, Rule 17.

274. He shall be permitted to wear his own clothing, if deemed sufficient and proper by the visiting justices.

May maintain
himself.
4 Geo. IV. c. 64,
s. 10, Rule 15.

275. He shall be permitted to maintain himself and to receive at reasonable hours any food, clothing, bedding, or other necessaries, but subject to examination, and under

such limitations to be judged of by one or more visiting justices as may be requisite for preventing extravagance and excess.

276. He shall be permitted to see his friends in his apartment between the hours of nine in the morning and six in the evening; an officer of the prison shall be present at such visits unless his presence shall be dispensed with by an order in writing by a visiting justice.

Visitors.
4 Geo. IV. c. 64,
s. 10, Rule 16.

277. He shall be permitted to write, send or receive letters or other papers; but before they are sent, or received by such prisoner from any visitor, or in any other manner, they shall be examined by the governor; who in the event of his deeming any such letter or paper to be improper shall withhold and forthwith lay the same before one or more visiting justices for their directions thereon.

Letters.
4 Geo. IV. c. 64,
s. 10, Rule 16.

278. He shall at his own expense be permitted the use of any books which are not of an objectionable kind, to be judged of by one or more visiting justices.

Books.
3 and 4 Vic. c. 25,
s. 2.

279. He shall be permitted the use of snuff.

Snuff.
3 and 4 Vic. c. 25,
s. 2.

280. He shall be permitted to procure for himself wine not exceeding one pint, or malt liquor not exceeding one quart, in the course of each twenty-four hours.

Wine and beer.
4 Geo. IV. c. 64,
s. 10, Rule 21.

281. He shall be allowed air and exercise in the prison garden, should there be one, or in a yard, either alone or with other prisoners of this division. In either case he shall be attended by an officer of the prison when deemed necessary.

Air and exercise.
4 Geo. IV. c. 64,
s. 10, Rule 20.

No labour.

4 Geo. IV. c. 64,
s. 38.

282. He shall not be required to perform any work or labour, clean his apartment, or make his bed, or perform any other menial office; but at his own request he may occupy himself at any labour or employment, and at his own expense procure any materials and tools for the same which the governor may deem safe and not inconvenient.

Apartment to be
cleaned, &c.

283. His apartment shall be cleaned, his bed made, and his meals brought to him, by an officer or servant of the prison.

Divine service.

4 Geo. IV. c. 64,
s. 10, Rule 11.

284. A seat shall be provided for him in the chapel, apart from prisoners belonging to any other class or division.

Diet.

4 Geo. IV. c. 64,
s. 10, Rule 15.

285. If any prisoner of this division is unable to maintain himself, he shall be provided with such a diet as any two or more visiting justices shall direct.

PRISONERS CONVICTED OF FELONY, NOT SENTENCED TO HARD LABOUR; PRISONERS CONVICTED OF MISDEMEANOR OF SECOND DIVISION; AND OTHER CONVICTED PRISONERS NOT SENTENCED TO HARD LABOUR.

Prisoners convicted of felony, misdemeanants of the second division, and other convicts not sentenced to hard labour.

286. If convicted of felony he shall be clothed in a different dress from those convicted of misdemeanor.

Wear a prison dress.
4 Geo. IV. c. 64, s. 10, Rule 17.

287. He shall be employed on some work or labour not severe; but he shall not be placed on the tread-wheel either with or without his consent. He shall not be allowed any portion of his earnings, neither shall he receive any extra allowance in consequence of any work performed by him.

Employed at work, not severe.
4 Geo. IV. c. 64, s. 38.

2 and 3 Vic. c. 56, s. 8.

288. He shall not receive any food, clothing, bedding, or necessaries, other than the prison allowance, except under special circumstances, to be judged of by one or more of the visiting justices.

No food, &c., other than the prison allowance
4 Geo. IV. c. 64, s. 10, Rule 15.

289. The general rule respecting visitors and letters for these prisoners shall be as follows:—If confined for any term not exceeding three months, they shall not be permitted to see any relations or friends, or to write or receive more than one letter during that term. If confined for a term exceeding three months, they shall be permitted to see relations or friends at the termination of every three months, and to write and receive one letter during every three months.

Visitors and letters.
4 Geo. IV. c. 64, s. 10, Rule 16.

290. He shall not by signs, words, or otherwise, hold communication with any other prisoner.

Silence.

*Witnesses in
behalf of the
Crown.*

WITNESSES IN BEHALF OF THE CROWN.

Witnesses in
behalf of the
Crown.

291. Persons intended to be examined as witnesses in
behalf of the Crown in a prosecution, shall be kept sepa-
rate.

PRISONERS CONDEMNED TO DEATH.*

*Prisoners
condemned to
death.*

292. Every prisoner condemned to death shall be confined in some safe place within the prison, apart from all other prisoners, and shall be allowed such a dietary as the visiting justices may direct, and air and exercise in some adjacent yard for a reasonable time every day. He may be visited by his relation, friends and legal advisers, at his own request, at seasonable hours, by an order in writing from any visiting justice. No other person shall have access to such prisoner except the governor or other officer of the prison, the chaplain and surgeon, or if such convict shall be of a religious persuasion differing from that of the Established Church, a minister of that persuasion attending at his request. If any person shall make it appear to a visiting justice that he has important business to transact with such convict, or that it is desirable to obtain information from him respecting some other felony, a visiting justice may grant permission in writing to such persons to have a conference with the convict in the presence of the governor.

Prisoners condemned to death,
6 and 7 Will. IV.
c. 30.

293. Every prisoner against whom sentence of death shall be recorded, and every prisoner sentenced or ordered for transportation, may be kept to hard labour if his health permit.

Prisoners
against whom
death is recorded
5 Geo. IV. c. 84,
s. 18,
2 and 3 Vic. c. 56,
s. 17.

* See additional Rule—p. 86 *infra*.

PRISON CLOTHING.

Prison clothing.
4 Geo. IV. c. 64,
s. 10, Rule 17.

294. The prison clothing shall be worn by all convicted prisoners (except misdemeanants of the first division), and by prisoners before trial whose clothing is insufficient, improper, or necessary to be laid up for some special purpose.

The prison dress, when necessary for prisoners before trial and the dress for convicted prisoners not sentenced to hard labour and not being felons, and that for misdemeanants of the second division, shall be of coarse cloth different from the dress of the prisoners convicted of felony, and that for prisoners sentenced to hard labour.

The prison dress for each class shall consist of the following articles, viz. :—

MEN.	WOMEN.
Cap	Stuff or Cotton Dress and
Jacket	Petticoat
Waistcoat	Stockings
Trousers	Shoes
Socks or Stockings	Shifts
Shirts	Handkerchief
Cloth Stock	Cap
Shoes	Other necessary articles
Pocket Handkerchief.	Pocket Handkerchief.

DIETARIES.

Dietaries.

295. Three scales of diet shall be in use in the prison, to be regulated by the quarter-sessions, (to be sanctioned as other regulations by the Secretary of State.)

Dietaries,
4 Geo. IV. c. 64,
s. 10. Rule 13.

Dietary No. 1 to be the highest, and to be given to prisoners above sixteen years of age whose term of imprisonment exceeds three months.

Dietary No. 2 to be on a lower scale, and to be given to prisoners above sixteen years of age whose term of imprisonment does not exceed three months.

Dietary No. 3 to be the lowest, and to be given to all prisoners under sixteen years of age.

296. The visiting justices may make by a written order, from time to time, such alterations in the several dietaries with reference to individual cases as may appear to them expedient. The visiting justices, in such individual cases, are to order such dietary as they shall judge most proper, regard being had to the duration of the sentence, the nature of the imprisonment, the labour or employment of the prisoner, and his state of health. If any justice shall order any prisoner to be punished by close confinement for any period not exceeding one month (as provided for by Rules 35 and 250) such justice may also order such prisoner to be kept on bread and water only during that time.

Power to alter
the dietaries.
4 Geo. IV. c. 64,
s. 10, Rule 15.

Punishment
diet.

297. Prisoners under punishment for offences within the prison shall have such allowance of bread daily during such punishment, as the visiting justices shall direct, unless additional diet be ordered by the surgeon as necessary for health.

BOOKS.

Books.

298. The following books shall be kept by the several Books-officers respectively ; that is to say,—

VISITING JUSTICES.

1. Minute Book.
2. Order Book.

GOVERNOR.

3. Journal.
4. Order Book.
5. Prison Register—Names, Offences.
6. General Daily Account Book.
7. Provision Book—Receipt and Distribution.
8. Stock Book—Receipt and Distribution.
9. Account of Fines and Penalties.
10. Discharged Prisoners' Pass Book.
11. Prisoners' Property Book.
12. Prisoners' Misconduct and Punishment Book.
13. Visitors' Book.
14. Non-resident Officers' Attendance Book.

MATRON.

15. Journal.

CHAPLAIN.

16. Journal.
17. Catalogue of books and papers in use by the prisoners.

SURGEON.

18. Journal No. 1.
19. Journal No. 2.

Debtors.

DEBTORS.

Order and discipline, &c.

299. Debtors are not to be subject to any further degree of rigour or restraint during their confinement than shall be found necessary for the good government, discipline, and cleanly state of the prison.

Unlocking, &c.

300. Their several bed-rooms shall be locked and opened at the same time as those of other prisoners.

Cleansing apartments.

301. They shall be compelled either in person or by substitute to make their beds, sweep out and clean their rooms every morning, and wash them clean at least once in every week.

Food, purchase of, &c.
4 Geo. IV. c. 64,
s. 10, Rule 14, 21.

302. When not receiving any allowance from the county, they may receive from their friends or purchase any food or clothing ; but no debtor shall be allowed to receive or purchase more than one pint of wine, or one quart of beer, in any one day or twenty-four hours ; such articles shall only be received between the hours of eleven in the forenoon and four in the afternoon, and shall be subject to the inspection of the governor or subordinate officers, and to such restrictions as the visiting justices may deem proper, in order to prevent extravagance and waste. No part of such food, wine, malt liquor, or other articles, shall be given, sold to, or exchanged with any other debtor ; and any debtor transgressing this rule shall

lose the privilege of receiving or purchasing any wine or malt liquor for such a time as the visiting justices may deem proper, and subject also to such other privations or restraints as the said justices may lawfully direct.

303. No spirituous liquors shall upon any pretence whatever, except by written order of the surgeon, be allowed to be brought into the prison; and all persons offending against this rule shall lose the privilege of receiving or purchasing any wine or beer for such a length of time as the visiting justices may think proper, and be subject also to such other privation or restraint as the said justices may lawfully direct. No debtor shall be allowed to receive or purchase wine or beer, except for his own use. and no debtor shall be allowed to consume the wine or beer received or purchased in the name of another debtor.

Spirituous
liquors, &c.
4 Geo. 1V. c. 64,
s. 10, Rule 21.
2 and 3 Vic. c. 56,
s. 6, Rule 5.

304. They may be allowed the use of tobacco.

Tobacco.
3 and 4 Vic. c. 25,
s. 1.

305. When they have no other means of support they shall, after permission for that purpose, recorded in the Order-Book of a visiting justice, receive the following allowance of food, fuel, and bedding, viz.—Dietary No. 2, a sufficient quantity of coals, an iron or other bedstead, with a mattress, a pillow, two blankets, two sheets, and coverlid; and each room shall be provided with a table, a chair, for each prisoner, and necessary bed-room utensils.

County allow-
ance, &c.

306. All bedding, linen, and apparel of every description, and all letters, parcels, and bundles, either brought in by debtors or their friends, may be inspected by the governor, or some other officer appointed by him for that purpose.

Inspection of all
articles.
4 Geo. IV. c. 64
s. 10, Rule 14.

Bedding, &c. to be purified, and aired.

4 Geo. IV. c. 64, s. 10, Rule 17.

307. All bedding, linen, and apparel of every kind, brought in by debtors or their friends, may, if necessary, be fumigated and cleansed. The bedding in the debtors' rooms shall be hung up in the open air when the weather permits, and whenever the governor shall think it necessary.

Distribution of benefactions.

308. All casual benefactions of provisions, broken victuals, or fuel, sent to the prison for the benefit of debtors, shall be distributed by the governor as he may see fit, and as soon as convenient after they have been received; all other charities in articles not liable to damage from keeping, and all donations or bequests in money shall be reserved to be distributed under the direction of the visiting justices except such as may have been specifically appropriated by the donors, and which if not contrary to the rules of the prison shall be applied as directed.

Work and earnings.

309. They shall be permitted to work and follow their respective trades and professions, provided their employment does not interfere with the security or good government of the prison; and such debtors as shall find their own implements and are not maintained at the expense of the county shall be allowed to receive the whole of their earnings; but such as are furnished with implements or are maintained at the expense of the county shall receive the amount of their earnings after deduction of a moderate charge for the use of implements and the cost of maintenance.

To attend Divine Service.

310. They shall be required to attend Divine Service, when performed, unless prevented by illness or other reasonable cause.

311. No preference or indulgence of any kind shall be ^{Indulgence.} shewn or given to any prisoner in the debtors' ward without an order in writing from one of the visiting justices.

312. No gaming shall be permitted within any part of ^{Gaming.} the prison ; and the governor shall seize and destroy all ^{4 Geo. IV. c. 64, s. 10, Rule 23.} dice, cards, and other instruments of gaming.

313. They shall be required to keep themselves clean and ^{Cleanliness of person.} decent in their persons, and to conform to such regulations for that purpose as shall be made by the visiting justices.

314. Their friends shall be allowed to visit them in the ^{Hours of visiting} Debtor's visiting room between the hours of twelve at noon and four in the afternoon in the winter, and between the hours of twelve at noon, and five in the afternoon in the summer, except on Sundays ; but no visitor shall be admitted into the debtors' ward, except by an order in writing from a visiting justice. No visitor excepting a wife, parent, child, brother, or sister, is to be permitted to remain more than one hour in the prison at a time, nor admitted oftener than twice on the same day ; and no stranger or visitor of any description is to be allowed to remain in the prison beyond the hours before specified, unless in case of sickness (with the sanction of the surgeon in writing), or by order of a visiting justice.

315. Disobedience to the orders of the governor of the ^{Disobedience o orders, &c.} prison, and infraction of the rules and regulations, shall be ^{4 Geo. IV. c. 64 s. 41.} visited with such privation and punishment as the law directs.

316. A printed copy of each of the above rules re- ^{Copy of rules.} specting debtors shall be placed on the wall of each apartment in the debtor's ward.

*Female
prisoners.*

FEMALE PRISONERS.

Female prisoners 317. The foregoing Rules for male prisoners shall extend as far as they can be applied to female prisoners, who are to be attended by female officers.

Whitehall, 17th June, 1841.

The foregoing rules and regulations for the Government of the Westminster Bridewell, with the additions and alterations above-mentioned, I hereby certify as proper to be enforced.

(Signed)

NORMANBY.

RULE RELATING TO PRISONERS COMMITTED FOR TRIAL OR FOR EXAMINATION.*

Prisoners committed for trial or for examination.

Prisoners for trial shall be permitted to see their relations and friends on any week day, without any order, between the hours of eleven and two in the afternoon, and at any other time on a week day by an order in writing from a Visiting or Committing Justice, and they shall be permitted to see their legal adviser, (by which is to be understood a certificated attorney or his authorized clerk), on any day at any reasonable hour and in private if required. Prisoners of this class may write or receive letters to be inspected by the Governor, except any confidential written communication prepared as instructions for their legal adviser—such paper to be delivered personally to the legal adviser or his authorized clerk without being previously examined by any officer of the Prison; but all such written communications not personally delivered to the legal adviser or his clerk are to be considered as letters, and are not to be sent out of the Prison without being previously inspected by the Governor.

Any person presenting himself for admission as the clerk of an admitted attorney shall, in the absence of his principal, produce to the Governor, in each case, evidence (satisfactory to such Governor), of his being such an accredited agent; and the legal adviser or his clerk shall name the prisoner whom he wishes to visit.

Whitehall, 24th September, 1847.

The foregoing rule for the government of the Prisons of the County of Middlesex, I hereby certify as proper to be enforced.

(Signed), G. GREY.

* See previous Rules, p. 66.

*Prisoners con-
demned to death.*

PRISONERS CONDEMNED TO DEATH.*

In all cases when sentence of death has been passed and convicts are left for execution, the keeper or matron shall immediately on their return to the gaol from trial, cause them to be thoroughly searched and shall remove from them any articles which may be considered either dangerous or inexpedient for them to retain in their possession.

The cell or room to which a convict is re-conducted after being sentenced to death, shall invariably on all such occasions be previously examined by the keeper of the gaol, who is to satisfy himself of its fitness and safety, and insert the result of his examination in his journal.

In all cases when sentence of death has been passed, and the condemned prisoner is left for execution, such prisoner shall be placed under the constant charge and superintendence of an officer of the prison both by day and night.

Whitehall, 18th September, 1847.

The above rule for the government of the Prisons of the County of Middlesex, I hereby certify as proper to be enforced.

(Signed),

G. GREY.

* See previous Rules, p. 75.

APPENDIX.

APPENDIX A.

STATE OF THE PRISONERS IN THE

OFFENCES AND SENTENCES.				Tread Wheel.	Pumping Water, &c.	Making Mops, &c.	Shoe-Making.	Tailoring.	Oakum Picking.	Cleaners.		Sick or Infirm.	Cooks.	Washing, &c.	Not employed.	Solitary, as per sentence.	Refractory.	Total in Custody.	
UNDER SENTENCE, TO HARD LABOUR.																			
Males .	{	Misde- meanors	Felons																
			{	Soldiers															
				Excise and Customs .															
				Bastardy															
				Game Laws															
Females .	{		Other Misdemeanors .																
			Vagrant Act																
			Felons																
			Misdemeanors																
			Vagrant Act																
TO SIMPLE IMPRISONMENT.																			
Males .	{	Misde- meanors	Felons																
			{	Soldiers															
				Excise and Customs .															
				Game Laws															
				Other Misdemeanors .															
Females .	{		For want of Securities .																
			Felons																
			Misdemeanors																
FOR TRIAL.																			
Felon.	{	Males .	{	Assize															
				Sessions															
Females	{		{	Assize															
				Sessions															
Reputed Misde- thieves, mean is.	{	Males .	{	Assize															
				Sessions															
Females	{		{	Assize															
				Sessions															
Total	{	Males .	{	Assize															
				Sessions															
Total	{	Females .	{	Assize															
				Sessions															
Total Males																			
Total Females																			
Witnesses for the Crown . . .																			
Further Examination																			
Children with their Mothers . .																			
Grand Total																			

In Custody on the	day of	18
Ditto	day of	18
Increased or decreased		

APPENDIX B.

SURGEON'S JOURNAL.—No. 2.

[illegible]

INSTRUCTIONS
FOR THE
GUIDANCE OF WARDERS
IN THE
HOUSE OF CORRECTION
AT WESTMINSTER.

GENERAL INSTRUCTIONS.

It should be observed that in the following Instructions, where the words *Warder* or *Sub-warder* occur, they are intended to apply *equally* to Males and Females; and that where the words *Prisoner* or *Prisoners* occur, *Females* as well as *Males* are meant, as the case may be.

1. The Subordinate Officers of the prison are divided into two classes under the denomination of Warders and Sub-warders. All those engaged in the former capacity prior to the 1st of January, 1840, whether employed as assistant Clerks, Gatekeepers, Task-masters, Watchmen, Cooks, or in whatsoever other employment, to retain the former designation of Warders, and when on duty in any station to have precedence, and control over the Sub-warders, who are to be their assistants. The Sub-warders are to yield ready obedience to the lawful orders of the Warders, for the management of the Yards, conformably to the authorized regulations of

the prison. The Warders are also required to direct the Sub-warders with all due civility, and propriety ; and the latter, if aggrieved, must refrain from wrangling, and angry remonstrance, but quietly comply with the directions given, and subsequently appeal for redress to the Governor, or from his decision, to that of the Visiting Justices. The Warders, and Sub-warders, whilst on duty in the prison to wear distinct badges, prepared for the purpose, on their left arms.

2. The Warders and Sub-warders employed on day duty, are required closely to watch the prisoners in their passage from the cells to the Yards, and, when there, to supervise them during exercise, muster, washing, progress to the wheels or work-rooms ; to superintend those labouring on the tread-wheels, or cleaning the yards, cells, or passages, or employed in any other menial occupation ; and to watch the prisoners during meals ; also in their march to, or return from chapel, and while there ; and in their various movements and employments throughout the day.

At the hour of locking they will, according to circumstances, either watch the prisoners assembled in the yards, or meal rooms, or conduct them by sections to their cells or sleeping rooms ; and on all these various occasions they are expected to use the utmost alacrity and vigilance, to prevent all communication by word, or sign, between prisoner and prisoner, and to allow of no communication from prisoners to themselves, but such as relate to the duties of the prison, and the necessities of the inmates.

3. The Sub-warders employed as night-watchmen in the dormitories, are enjoined vigilantly to watch over the prisoners throughout the night, in order to preserve silence and deco-

rum. They are to suffer no observations from prisoners to themselves but such as the strictest necessity requires ; they will distinctly note down on the slates with which they will be furnished, the precise nature of the misconduct of any prisoner during the night, detailing the yard to which the prisoner may belong, in order that the Governor may form a correct judgment of the offence, and visit it accordingly. They must carefully attend to the lights ; and trim, and keep them burning. All conversation between the Sub-warders in the dormitories, and the Night-watchmen perambulating the passages, is strictly prohibited, unless the sudden illness of a prisoner, or some other special exigency, shall require prompt communication.

4. The Sub-warders are expected, at all times when required, to aid in the general routine of the prison, and to perform any duty which shall be allotted them, either in the yards, dormitories, passages, grounds, or any part whatsoever of the prison, or without the prison walls, under the direction of the Visiting Justices, or the Governor. The Sub-warders will be liable to the same fines, as are imposed upon the Warders for coming late to their duty, and to such other fines approved by the Visiting Justices, as shall apply to neglect of any duties to which they may be appointed.

5. On first arrival of prisoners, the Warders or Sub-warders who search them to do so minutely and carefully, with all possible regard to decency ; and no prisoner is to be searched by *one* Warder or Sub-warder only. Prisoners to be civilly required to give up every thing in their possession. All money or articles found upon them to be entered in the book most correctly, and the Warder or Sub-warder searching to sign his name as an acknowledgment ; when delivered into

the office, and receiving house, the office ticket to be given to the proper prisoner by the Warder attached to the receiving house, and knives, keys, or other articles to be deposited in locked cupboards, provided for the purpose, and there to be safely kept till restored to the prisoner on his or her discharge. The Rules to be read and explained to prisoners on their first admission, and the consequences of disobedience pointed out. Prisoners to be again searched on entering their respective yards when clothed in the prison dress.

6. All prisoners are to have access to the Visiting Justices, and the Governor is to be informed whenever any one requests to see them.

7. The Warders, in the morning, are first to see that the Sub-warders are at their posts, and then to unlock the prisoners, all of whom are to carry down and empty their cell-pots and fall into their places in parallel lines numerically.

8. Prisoners to be sent to wash two at a time, to be provided with clean water, soap, towels, and combs. The Sub-warders to overlook prisoners while washing, to prevent communication.

9. Prisoners to go to the work-rooms, and to the wheels in regular order.

10. Warders to set cleaners to work in cleaning cells, passages, yards, &c., and cleaners always to be required to produce after cleaning, brushes, brooms, &c.

11. Warders and Sub-warders to go to breakfast in due turn, and then to attend Governor with reports of misconduct

of prisoners the preceding day, and next, when bell rings to deliver breakfasts to prisoners.

12. Prisoners to fall in for chapel at ten minutes past ten in the morning during the week days, and on Sundays at the hours which may be previously ordered, varying with the season of the year. The Sub-warders to be placed in their stations on the stairs, and passages, at proper distances, and prisoners to go, and return slowly, in single files.

13. Sub-warders to resume their stations, when prisoners to return from chapel, fall in for labour in their yards, and go to work.

14. Warders to inspect cells, doors, locks, bedding, shutters, &c., and see to all cleaning completed. They are themselves to look to, and keep correctly, the wheel, oakum, sleeping and provision slates, and to keep daily all the books belonging to the yards, reports, &c.

15. Warders, and Sub-warders to go to dinner in due turn, and when returned, the Warders to see all right, and prepare for prisoners' dinners.

16. Before prisoners' dinner, grace is to be said; and when meal is finished, and before prisoners rise, Warders to read the orders circulated for the guidance of prisoners.

17. Oakum men to fall out, and walk in single file for exercise till bell rings for work. At three o'clock prisoners to fall in for wheels, and Warders to superintend their yards generally.

18. Prisoners on return from work-rooms to walk again

for exercise. Towards evening the Warders or Sub-warders, to see that cleaners lay down the beds in sleeping rooms and cells.

19. When wheel labour is over, prisoners to fall in, in parallel lines, and Warders to prepare for suppers.

20. After counting prisoners to be locked up for the night, and as far as practicable, to retain the same cells, and bedding; on going to cells or sleeping rooms, prisoners to go in single file, and the Sub-warders to be at their proper posts. Before leaving their prisons for the night, Warders *always* to try their *locks* a *second* time.

GENERAL INSTRUCTIONS

FOR THE

WARDERS OF BOTH CLASSES, IN REFERENCE TO PRISONERS.

1. Warders not to strike, nor pull, nor push the prisoners, nor are they to permit the Sub-warders to do so.

2. Prisoners complaining of illness not to be forced upon the treadwheels, but Warders to report the case to the Governor, and to the Surgeon when in the prison. The Warders and Sub-warders are however, to watch and report any signs of imposition, and also to point out to the Governor and Surgeon any prisoners observed to be failing in strength, or who appear to be really unequal to the labour of the treadwheels, &c.

3. Any prisoner reporting himself sick to have access to the Surgeon, on his daily visit, and all prisoners locked up for offences in the prison to be reported to the Surgeon, in order that they be inspected by him.

4. Warders to weigh provisions for prisoners demanding to have them weighed.

5. The Warders or Sub-warders shall on no account whatever, give to prisoners, any food beyond the authorized allowance without the sanction of the Governor or Surgeon ; should

any prisoner become suddenly indisposed, and request an exchange of, or addition to, his allowance, the Warder or Subwarder must not of himself comply with such request, but make it known to the Governor, and Surgeon should the latter be in the prison, and follow their directions.

6. Clothes, or bedding, to be changed as soon as discovered to have vermin, or to be infected by itch.

7. One day in each week, all the stores, utensils, &c. of the various prisons to be examined by Chief Warder, compared with the yard lists, and any articles damaged, or missing, to be reported to the Governor.

8. Prisoners to have their clothing or shoes changed whenever they seem to require it, and such persons to be taken to the clothing Store any day after the dinner hour.

9. Every attention to be shewn prisoners who have fines to pay, or may be desirous to have professional aid, if before trial, and under examination, on their first arrival in prison, and they are to be *immediately* supplied with means of writing, if unable to provide themselves.

10. Bedding to be frequently shook and aired, prisoners' flannels changed once in a fortnight, and no cells, passages, or yards, to be wetted unless by special order from the Governor.

11. Warders to listen patiently to prisoners complaining of grievances, or wishing to ask reasonable questions. Warders to give civil answers, and report to the Governor, if necessary. The Governor to be immediately informed whenever a prisoner requests particularly to see him.

12. Warders and Sub-warders to protect, as far as possible, all books and pamphlets allowed to prisoners, and in their possession in the prison.

13. Warders to furnish every prisoner who desires to read, at suitable times, from the books in the yard, Bible, Prayer Book, Tracts, or books for general use of prisoners. Also to inform the Chaplain of the application of any juvenile prisoners to be admitted into Asylums, or of the need of his assistance by any prisoner who solicits it.

14. Warders, when they quit their yards for other duties, to point out to their successors all matters of special importance, and to explain any directions of the Governor, or Surgeon, affecting any particular prisoner.

15. Warders to take care that prisoners sent as cleaners, or handicraftsmen, from one yard to another, or removed back again, take with them all books, flannels, or articles belonging to them.

16. Warders never to leave their provision exposed; but to be careful not to afford temptation to the prisoners to steal from them. Basket-men, removing provisions from place to place, always to go in front of the Warders, or Sub-warders, and to be vigilantly watched.

17. The Warders and Sub-warders are required to expedite the cleaning of the yards, cells, passages, &c., so that this necessary work may be completed by twelve o'clock each day.

18. No Warder or Sub-warder, on any pretence whatever, through favour or mistaken notions of kindness, will presume

to withhold from the Governor, or other his superior, but will *immediately* report to him, any misconduct, or wilful disobedience of the prison regulations on the part of a prisoner: neither will any of the Warders or Sub-warders take upon themselves to punish prisoners for any offence, unless ordered so to do by the Visiting Justices or Governor.

19. The Warders and Sub-warders are strictly forbidden to hold *familiar* conversation with the prisoners, or to communicate with them on any subject whatsoever unconnected with their duties. Neither are they to entertain applications, without the prison-gates, from the friends or relations of prisoners, under the plea of extending favour to those within the walls. Moreover, it is expected that they will carefully abstain from forming intimacy or acquaintanceship with discharged prisoners of any class or description, but maintain their respectability by avoiding the company of all such persons.

PRINCIPAL WARDER.

1. The principal Warder shall constantly reside and lodge in the prison.

2. He shall be the assistant of the Governor on all occasions; and, when the Governor is absent, is to be considered in charge of the prison, except otherwise ordered by the Visiting Justices.

3. He shall attend the male prisoners at chapel, if the Governor shall be prevented, and at all other times, provided the duties of the prison will admit of it.

4. He shall diligently observe the conduct and behaviour of all the subordinate officers, servants, and prisoners, and report *immediately* to the Governor any neglect or misconduct that he may notice, or that may have come to his knowledge.

5. On no occasion whatever shall he quit the prison in the absence of the Governor.

6. He shall superintend the unlocking of the several prisons in the morning, and the locking of them at night, and attend generally to the duties of the prison.

MATRON.

1. The Matron shall regulate the female department in regard to her subordinate officers. She shall report to the Governor, *without delay*, such offences on the part of the prisoners as shall appear to call for punishment, and take his directions thereupon.

2. She shall, in case of any misbehaviour or absence on the part of her female Warders, report the same to the Governor, who may suspend any such officer, reporting such suspension, and the cause thereof, to the Visiting Justices at their next meeting.

3. She shall keep a journal, in which she shall record all unusual occurrences in the female department of the prison, and also the absence of any female Warder from her duty, and the cause thereof; which journal shall be laid before the Visiting Justices at their next meeting.

4. She shall attend the Chapel at all times with the prisoners, unless prevented by some special cause, which she shall enter in her journal. She shall also enter the names of any female prisoners who may have been absent from the Chapel, and the cause of such absence.

5. She shall not absent herself from the prison without the permission of the Governor, she noticing her absence in her journal.

6. She shall report daily upon the state of the female department of the prison, to the Governor, and shall conform to such directions as she may receive from him.

7. The Matron, or a female Warder deputed by her, shall search the person of every female prisoner on her admission into the prison; also of any female visitor, when called upon so to do by the Governor.

8. The Matron shall personally inspect every cell and department generally under her care daily, and see that the same is properly aired, cleaned, and supplied with linen, &c.

9. She shall superintend the work of the women, and take charge of the laundry, prison linen, and bedding, and the females' clothes, and other necessities.

10. She shall receive all clothing from the Storekeeper wanting repair, and washing and return the same to the Storekeeper when so done.

11. She shall superintend the locking up of all female prisoners at night, and the unlocking in the morning.

STOREKEEPER.

1. The Storekeeper shall attend at the prison daily, and at such other times as the duties of his office may require.

2. He shall keep a daily account of all the stores received and disbursed for the service of the prison, and report the same to the Visiting Justices and the Governor, as to their quality, and whether they agree with the samples as per contract: and he shall not receive directly or indirectly, at any time, any fee or reward from any contractor, or from any person on his behalf, under any pretence whatever.

3. He shall take charge of all the clothes belonging to the prisoners on their admission, and mark the same with the prisoner's name on a ticket, with the date when received, and a number corresponding with a number in a book to be kept for the purpose; and he shall on no occasion return the said clothes to any prisoner until such prisoner is about to leave the prison.

4. He shall deliver weekly to the Matron all linen, stockings, &c. wanting repair, with a list of the same, taking care that they are returned when repaired.

5. He shall deliver to the Governor a list, signed and dated, of all stores wanting for the use of the prison.

6. He shall give such security as the Visiting Justices may require.

SCHOOLMASTER AND CHAPEL CLERK.

1. The duties of the Schoolmaster and Chapel Clerk, shall be generally, to attend to the directions of the Chaplain, and to render such other services connected with the prison as the Visiting Justices and Governor may require. He shall attend daily, with an interval of an hour and a half for dinner from eight o'clock in the morning till the hour of lockings in the evening, to instruct the younger prisoners in the knowledge of the Scriptures, reading, writing, and arithmetic. He shall take them in succession, according to the directions of the Chaplain, and to the prison classification. He shall, when required, officiate as Chapel Clerk at the performance of Divine Service in the prisons, and do such other internal and external duties as may be required of him from time to time by the Visiting Justices, the Chaplain, or the Governor.

THE OUTER-GATE PORTER.

He shall, on hearing the Police Vans from the several Courts approach the prison, clear the entrance porch of all visitors, tradesmen, and persons not connected with the duties of the prison, and on no account suffer them to return until the Vans are discharged, and the prisoners arriving are examined, and removed to the places appropriated for them. He shall examine the commitments, to see that they are duly signed, dated, and generally correct, before the officers in charge leave them, and then hand them to the office. The prisoners to be questioned and examined with all despatch, and if in a state of excitement, or drunkenness, they are to be immediately led away by the Warders in attendance, and as little violence as possible used in removing them. He shall

receive all applications on business, and reply to the inquiries of friends of prisoners respecting them ; and on all occasions to behave with the utmost civility to all parties addressing him. . He shall not permit wines, spirits, beer, snuff or tobacco, other than what is allowed by the regulations to pass into the prison, unless duly authorized by the written order of the Governor. He shall take care that no Warder, or Sub-warder, quits the prison during the hours of duty, except at the periods for meals, or by pass from the Governor ; and *not then* until the brass ticket (with which every officer is furnished) as an acknowledgment of his keys being in safety, is produced. He shall report whenever the Warders or Sub-warders are not punctual in their attendance at unlockings in the morning, or return from meals. He shall observe, and minutely search all baskets and bundles containing food or clothing which may be brought in, or taken out, by visitors to prisoners in the *Common Gaol* Prisons, to guard against the introduction, or removal of forbidden articles. He shall frequently inspect, and keep ready for immediate use, the stand of arms and ammunition in the Clerk's Office. He shall examine all letters brought from the various prisons, and shall be considered responsible for their immediate delivery to the Post-office, by the Inner Gate-keeper as soon as the watch is set. He shall keep order and quiet at all times in the Porch and Lodge, and generally exercise the utmost vigilance in all duties appertaining to his post.

INNER GATE-KEEPER.

The Warder or Sub-warder performing the duty of Inner Gate-keeper, to guard it vigilantly, and not to let through any prisoner unaccompanied by a Warder or Sub-warder, nor

to let pass any ladders, or ropes, unless under the escort of a prison officer. Moreover, he must cautiously take care not to admit any one who is not passed in by competent authority, or of whose permission to enter he has any doubt. He is also to assist the male Warder in charge of the Reception-house, every morning, in searching the prisoners who were received into the prison the previous day, and to be present during the time of changing their clothing for the convict-dress; on this duty being completed, and after his breakfast, he will superintend the cleaning of the Chaplain's Room. On alternate nights he will have charge of the Outer-gate, as Porter, on which occasions he will strictly follow and obey the regulation laid down for the guidance of that officer.

INFIRMARY WARDER.

The Infirmary Warder will have special charge of the Infirmaries, and will register and see carried into effect the orders of the Surgeon respecting the sick or ailing prisoners. He will supply the prisoners according to directions, with bandages, poultices, lotions, &c., and daily inquire in each yard for all prisoners who have given in their names previously to consult the Surgeon, and to bring them before him. He will register the Surgeon's orders respecting extra food for prisoners, or change of diet.

In the event of the sudden and dangerous illness of any prisoners he shall, under the direction of the Governor, endeavour to learn and report the residence of the relations of such persons, so that, with permission, they may be allowed to visit them; and when any prisoner may die in the prison, he shall seek out, as directed by the Governor, the relatives of such deceased person, to inform them of the event.

He is expected to exercise all care and humanity in the performance of his duties ; but, at the same time, he is to watch regularly, and report any symptoms of fraud or imposition on the part of the prisoners complaining.

He is required to give general assistance, as a Warder of the prison, whenever his duties to the sick will permit.

GARDENER.

The Warder employed as a Gardener, will, in addition to his careful attention to the garden, whenever required, afford general assistance in the duties of the prison, night or day.

COOKS.

Warders employed as Cooks (one being specially in charge) will manage the cooking for the whole prison, and will be held responsible for the cleanliness of the kitchen coppers, and all utensils in use, as also for the right mixture of all ingredients and the sufficient boiling of the prisoner's food ; one will each morning collect and note the number of prisoners in the various yards, the addition or reduction of diet, &c. so as to enable the proper measure or weight to be apportioned ; and the Cooks are required to be as exact as possible in measuring the soup or gruel sent to the yards, as also in weighing the portions of meat, &c. for the prisoners. They will carefully lock up and keep out of the reach of the prisoners, food of any description, which they might otherwise be tempted to steal ; and they are strictly forbidden (without the Governor's order) to employ any prisoner in the Cook-

house, or to give away to prisoners, at any time working in the kitchen, any food beyond their due allowance. The Cook in charge will keep an account, in a book, of the receipt and expenditure of ox-heads, meat, &c. comparing that account from time to time, with the Storekeeper's book, and with that kept in the office. He will also daily draw by ticket on the Storekeeper such meal, barley, peas, &c. &c. as may be required for the prisoners' consumption, conformably to the scale hung up in the Cook-house. When not engaged in the kitchen, Warders or Sub-warders, employed as Cooks, shall render general assistance in the prison, or at the Sessions, as necessity may require.

OAKUM MASTER.

The Warder acting as Oakum Master will take charge of the oakum, coir, or the like materials ; and keep and render to the office a correct account of the material received, and the work done under his direction. He will weigh and distribute all such work to the prisoners, observe their management of it, and again weigh and receive it back from them, reporting to the Governor all idlers and defaulters in their tasks. He is, however, strictly enjoined to make all fair and reasonable allowance for prisoners in the allotment of their tasks, whenever the oakum or other work is bad and difficult to be accomplished. At all convenient times he also will aid in the general duties of the prison.

NIGHT WARDERS.

The Warders, or Sub-warders, remaining in for night duty are expected to observe the utmost decorum, they are

not to wrangle when in the lodge or elsewhere, but in conversation to observe a moderate tone of voice. No Warder staying in the prison to be allowed to have in more than *a pint* of beer for the evening. The Warders (or Sub-warders if directed) in due turn will gently, and silently, and without rattling keys, &c. perambulate the interior of the prisons (males and females) respectively, look frequently into sleeping rooms to see the Sub-warders are vigilant, and that silence is preserved, and invariably report every breach of it, whether in the cells, sleeping rooms or infirmaries, they are also to see that the various lights are kept steadily burning, and listen to and report any complaint made of illness on the part of any prisoners, in order that assistance may be afforded them. They will also invariably report whenever doors of sleeping rooms, or cells are left unfastened, or the passage doors which should be open, left closed. The Warders will be ready to receive and search prisoners who arrive, taking care that apprentices or persons for re-examination are sent to the cells allotted to them.

They will place the night lamps, and do all things that it may be their duty to do for the service of the prison.

WATCH.

At the appointed hour the Warders and Sub-warders for outer and inner Night-watch to come on duty, they will not be allowed to bring in for use within the walls either tobacco, beer, or spirits; those on actual watch will keep patrolling round at the back of the various prisons, and constantly carry their arms with them; they are required to watch vigilantly and to listen to and ascertain the cause of any suspicious

noise, and immediately report their apprehension that danger exists; should any prisoners happen to be ill and call for aid, they will immediately ring the bell of the Chief Warder, or Matron, as the case may be, who will if necessary call up the Governor, and send for the Surgeon, they will trim and keep burning all the lights used during the night; and in the morning at the proper hour light the fires of the gruel copper in the cook house and bath boilers in the reception houses and will fire off the gun at the appointed time as a signal for the prisoners to rise, and they are forbidden to leave their posts till duly relieved.

For further particulars relating to the Night-watch. See regulations placed in Gate Porter's Lodge.

Fines on Warders, or Sub-warders, of the House of Correction at Westminster, for negligence in their duties, as by order of the Visiting Justices, on the 8th day of February, 1840.

	s.	d.
1. Leaving more than one cell unlocked, though the bolts may be shot in, and the prisoners unable to get out.....	1	0
2. A second offence of this nature—to be reported to the Visiting Justices	2	0
3. Leaving one cell unlocked and unbolted, so as to enable a prisoner to leave his cell	2	0
4. A second offence of this nature—to be reported.		

5. Leaving one cell unlocked where the prisoner may not be able to get out.....	0	6
6. A second offence	1	0
7. Carelessly leaving a passage or yard door or gate unlocked	0	6
8. Quitting the Ward for the evening and leaving a door of sleeping-room, containing several prisoners, unlocked, so that the prisoners might get out..	2	6
9. Neglecting to leave open doors, ordered to be left open to allow the watchmen access to various parts of the prison	0	6
10. Neglecting to give a prisoner his bed or cell-pot, and locking and leaving the yard for the evening without them	0	6
11. Neglecting to give a prisoner his allowance of food at proper time, if discovered by the Warder and remedied within one hour.....	0	6
12. Ditto, ditto, ditto, if not remedied.....	1	0
13. Any act of negligence in the yards, or permitting the prisoners to fall in, &c. without due regularity, or leaving two prisoners together without a Sub-warder ; suffering dirt or dust to accumulate on windows, sills, berths, bedsteads, or in cells, yards, or passages	0	6
14. A Warder, leaving a work-room, without being properly relieved.....	1	0
15. Any Warder leaving yards without due cause..	1	0
16. Any Warder being found asleep at chapel, or in their yards, to be fined, for the first offence	0	6
For the second offence	1	0
17. Not inspecting cells and discovering any marking or defacing ditto until discovered by Governor or Chief Warder	0	6

18. Allowing prisoners to change their cells or berths for want of due attention ; and neglect to make prisoners shift bedding when their cells are shifted	0	6
19. Neglecting to make, or daily, keep correctly, the slates for working, distribution, diet, &c. or the books for Reports, Flannels, &c.	0	6
20. Neglecting to communicate any order of the Governor, personally made known to them in order to communicate to another Warder, and neglecting to execute an order delivered to them, or make enquiry at office, or report to Governor, if required	1	0
21. Neglecting to stop any provision from prisoners ordered by the Governor to be stopped for punishment	0	6
22. Carelessly leaving provision unguarded within reach or access of prisoners	0	6
23. Wetting, or suffering cleaners, &c., to wet the passages, yards, cells, &c. in damp weather without orders	0	6
24. Without due order, making any alteration from the system of ward management duly established	0	6
25. Neglecting to procure the means of writing for prisoners who have permission to write.....	0	6
26. Going home and leaving the wards unswept, or the cleaning neglected	0	6
27. Leaving beds or blankets in cells with prisoners locked up, so as to enable them to go to bed in the day time	0	6
28. Neglecting to conduct prisoners to and from work-rooms at the time appointed	0	6

s. d.

29. Neglecting to visit work-rooms the number of times directed, or neglect to enter their visits on the slate	0	6
30. Warders wrangling together when on duty and thus causing hindrance to the duties of the prison	1	0
31. When prisoners are locked up for the night, and Warders are going their rounds, loud talking, laughing, rattling of keys, &c. tending to disturb the quiet of the prison.....	0	6
32. Neglect to let prisoners who request it have access to the Surgeon, or neglecting to bring to the notice of those in solitary confinement who should see him	1	0
Second offence to be reported.		
33. Carelessly searching and allowing prisoners to retain and take into yards any forbidden article or money.....	1	0
34. Taking money or valuables from one prisoner and entering them opposite the name of another, or not signing the book in which such entries are made	1	0
35. For leaving the Keys in the outer door of the female prison, or leaving the same open or unlocked	2	0

COMING LATE TO DUTY.

36. Any time not exceeding five minutes.....	0	6
More than five minutes and not exceeding ten minutes	1	0
And so on in proportion till the fine amounts to	2	6
Beyond that time a special Report to Visiting Justices.		

FINES ON SUB-WARDERS FOR WILFUL NEGLIGENCE.

	<i>s.</i>	<i>d.</i>
1. Permitting prisoners to fall in or walk round the yards irregularly and out of due order	0	6
2. Suffering two prisoners to be in the meal-rooms, or dormitories without due supervision	0	6
3. Neglecting to inspect the dormitories and Tread-wheel boxes, or to discover any marking or defacing of ditto, until discovered by the Warder of yard, Chief Warder, or the Governor	0	6
4. When on duty, and all their vigilance is required, to be in familiar conversation with another Sub-warder, or with the Warder	0	6
5. For being found asleep during the hours of night-watch—First offence	1	0
Second ditto	2	0
Third ditto, Suspension.		
Fourth ditto, Dismissal.		
6. Leaving the treadwheel stages or works of any description, unrelieved by another officer, or contrary to the directions of the Warder.....	1	0

By Order of the Visiting Justices,

GOVERNOR.





